

FACULTY SENATE MINUTES #95

John Jay College of Criminal Justice

October 7, 1993

Time 3:15 PM

Room 630 T

Present (29): Yahya Affinnih, Arvind Agarwal, Michael Blitz, Janice Bockmeyer, James Bowen, Orlanda Brugnola, Peter DeForest, Kojo Dei, Vincent Del Castillo, Robert DeLucia, Elisabeth Gitter, Robert Grappone, Holly Hill, Karen Kaplowitz, Andrew Karmen, Gavin Lewis, Tom Litwack, Barry Luby, James Malone, Peter Manuel, Jill Norgren, Bruce Pierce, Charles Reid, Ronald Reisner, Vilma Santiago-Irizarry, Davidson Umeh, Martin Wallenstein, Agnes Wieschenberg, Bessie Wright

Absent (9): Edward Davenport, Jane Davenport, P.J. Gibson, Lou Guinta, Chris Hewitt, Laurence Holder, Lee Jenkins, Peter Shenkin, Chris Suggs

AGENDA

1. Announcements from the chair
2. Approval of Minutes #94 of the September 22 meeting
3. Report on security issues and on the meeting with (Acting) Security Director Brian Murphy
4. Update on the Chancellor's Academic Planning Process and responses of CUNY colleges and other groups
5. Report on the meeting with Vice Chancellor Richard Freeland

1. Announcements from the chair [Attachment A]

The Senate was directed to the written announcements. Also, President Kaplowitz announced that Vice Chancellor for Budget and Finance Richard Rothbard has accepted an invitation from the Senate's Executive Committee to come to John Jay this semester to meet with the Faculty Senate to discuss John Jay's budget. The date will be announced at the next meeting. The newly appointed Vice Chancellor for Facilities Planning, Construction and Management, Emma Macari, will also come to the Faculty Senate, on December 10. The Senate's Executive Committee recommended that the Senate's survey of the faculty about what the faculty want and do not want Phase II to have and to look like be completed by that date and also that the charge of the Phase II committee be expanded to include surveying the faculty as to what renovations and other changes in T Building and in North Hall the faculty would recommend because Vice Chancellor Macari is studying the need for renovations and improvements of all CUNY buildings and Phase II will not be replacing North Hall for quite a number of years.

The discursive comments from the Senate's survey of administrative offices conducted by Professor Robert McCrie and the other members of the Senate's Evaluation Committee have been sent to the director of each office surveyed and to that person's supervisor. The survey report and the summary of the discursive comments were appended to the May 22 Senate Minutes (#92), which were distributed last month. The Senate last year agreed to not publish the actual text of the written comments but instead to send them to the individuals involved. The analogy the Senate based its decision on was the student evaluations of the faculty, which are not published but which are seen by the instructor and by the instructor's chair and college P&B on a confidential basis. The comments about the administrative offices, many of which were quite frank and critical although many were complimentary, were sent in envelopes marked "confidential."

President Kaplowitz noted that when Dean Faber reported to the Senate at the previous meeting about prerequisite checking, he had spoken about the need to determine a timetable and a protocol for the phase in of the prerequisite enforcement for the 200-level and 300-level courses. Dean Faber had also said that the timetable and phase in would be decided by the Provost and the Chairs. She said that she spoke to Dean Faber after that meeting and asked where that decision had been made and he said that the Provost had written a letter to the Chairs in the summer, after the meeting about the need to phase in prerequisite checking, stating that he and the Chairs would make this determination. She noted that that summer meeting was attended by three members of the Senate Executive Committee, herself, Michael Blitz, and Edward Davenport, and that the Senate has been actively involved in many issues of on-line registration and prerequisite checking, and the prerequisite checking. Clearly, she said, the Senate should take a position about the phase in and said she was sure that this was an oversight by the Provost and she suggested that the Senate consider what advisory position it will take about this matter when we meet with Dean McHugh, Mr. Gray, and Dr. Barnett on October 20. She noted that although Dean Faber's recommendation was to next enforce prerequisite checking for 300-level courses and for Statistics 250, no timetable was mentioned for doing so nor for implementing checking of the 200-level courses. She noted Dean Faber's dramatic example of student 'K' who registered this semester for 200-level and 300-level courses even though he has not yet passed English 099, the most remedial of the remedial writing courses.

She also reported that Dean for Planning and Development Mary Rothlein has been named Vice President for Public Affairs and Planning by the Board of Trustees upon the recommendation of President Lynch. Dr. Judith Bronfman, who had been director of external affairs (ever since the retirement of John Collins) has been reassigned to Vice President Witherspoon's Office to coordinate tutoring and other student support services.

The next Town Meeting, on October 12, will be about the Library, at the request of the student members of the Town Hall Planning Committee. The flyer announcing the Town Meeting states that the Library topic will include "extending hours: evening students' needs: updating the book selection; and the quality of life (noise, respect for the facility and for books)." Senator Grappone said that it is very important that faculty attend and that the more faculty who attend the better. He said that the Library staff wants to hear both positive and negative comments, since this is what a Town Hall Meeting is for, and are especially

interested in suggestions for improving the Library. Senator Norgren reported that the Committee on the Library, which is a College Council committee of which she is a member, last week unanimously resolved (with the Chair not participating) to request the College administration to budget \$40,000 to purchase books. She explained that the Library budget for the 1993-94 academic year provides for no money for the purchasing of books and, therefore, unless the budget is increased not a single book will be purchased this year. She added that if library hours are extended, as the students are requesting, the Library's budget will have to be spent for that which would leave even less money for such things as periodical subscriptions, which have already been cut. Senator Norgren added that the resolution, addressed to the administration, has been copied to the Faculty Senate's executive committee, which should receive it in a few days, and to the College Council's executive committee, and to the Chief Librarian, Professor Marilyn Lutzker.

A Better Teaching Seminar on "Issues of Gender in the Classroom and in the Curriculum," co-sponsored by the Senate and by the Women's Studies Committee, is set for October 27 at 3:30 PM. An additional Better Teaching Seminar to be co-sponsored by the Senate and the Government Department is being planned by Senator James Bowen on "Rethinking Waco, Texas," about which he has written. Another panelist will be Criminal Justice Center associate director Robert Loudon, who had been head of the NYPD hostage negotiation department for 10 years (during which time he never lost a hostage, bystander, or law enforcement officer) and who was appointed by the Justice and Treasury Departments to investigate the hostage negotiation aspects of the Waco events. This Better Teaching Seminar will focus in part on whether criminal justice agencies deal differently with situations on the basis of the ethnic, racial, or religious identity of the people involved, which is Senator Bowen's particular interest. An invitation was extended to those interested in being on the panel.

Noting that the lecture the previous week by Professor Lani Guinier was one of the most interesting events in recent memory and drew a standing-room-only crowd in the T Building theater, President Kaplowitz recounted that a student asked Professor Guinier a question predicated on the disparity of the makeup of the student body which was characterized as 80 percent people of color and that of the faculty which was characterized as 5 percent people of color. President Kaplowitz said that some people heard the question as being predicated on not the faculty's makeup but on that of the Faculty Senate and telephoned her about this. Senator Bockmeyer, Senator Malone, and others said that the question was about the makeup of the general faculty. Senator Norgren said that she had heard the word Senate. President Kaplowitz said that she had also thought that she heard the Senate mentioned but was too far away to be sure but upon receiving the calls she was prompted to review at the list of Senate members and was very pleased to discover that 14 of the 38 Senators (slightly more than one-third) are people of color. Senator Malone said that this is excellent, indeed.

2. Approval of Minutes #94 of the September 22 meeting

By a motion duly made and seconded, Minutes #94 of the September 22, 1993, meeting were approved.

3. Report on security issues and on the meeting with (Acting) Security Director Brian Murphy [Attachment B]

President Kaplowite reported about an event that had happened earlier that day which she learned about upon arriving at North Hall at noon when several students who were very upset stopped her in the lobby to ask her to bring to the Senate an event that frightened them at the time and that was now making them concerned and angry. The students (who happen to also be employees of the College, one of whom had been her student in several courses) reported that the fire alarms went off in North Hall during the second period and in response everyone began evacuating the building. President Kaplowite noted that two years ago the then security director, James Scully, came to the Senate (at the Senate's invitation because of information that faculty were not participating and were not permitting their students to leave class to participate in evacuation drills). As a result of the information Mr. Scully provided and at the direction of the Senate, she wrote a letter to all faculty explaining the legal, ethical, and practical reasons for participating in evacuation drills and for ensuring that one's students do so and the penalties for not doing so. This letter was again sent a year ago, at Mr. Murphy's request. As a result of the letter, according to Mr. Scully and Mr. Murphy, there has since been 100 percent compliance with the evacuation drills and the security administrators and the College administration have been very appreciative of the Senate's actions with regard to this.

And so when the alarms sounded everyone headed down the stairs and out the building but this was not a drill, it was a false alarm, but no one evacuating the building knew this. When people arrived in the lobby, they found that all the doors except the one or two near the Barnes & Noble Bookstore were barred shut with orange metal barriers, as they have been since the ID policy began so as to prevent people from entering doors where the security officers are not stationed. The metal barriers were not removed as people tried to evacuate the building and although students and faculty insisted they be removed, security refused to do so saying that they knew that no drill had been scheduled and they had no information that there was a fire or any other reason to evacuate the building. The result was a bottleneck in the stairwell because people could not exit North Hall quickly enough through the one or two doors that were open. As a result, those on the fourth and third floors became very frightened because they believed there was a fire and that they would be trapped. In the meantime, those in the lobby were being told that it had been a false alarm and that they should go back upstairs and they began trying to negotiate up the stairs while others were still trying to go down the stairs to evacuate the building.

Senator Malone confirmed that these events happened as reported by the students and as recounted to the Senate. Senator Norgren noted that the public address system was not used to convey information. She added that the security department and the other College administrators know about the problem of backup on the stairs during evacuation of the building because a year or two ago during an evacuation drill people were packed into a single stairwell and were ready to stampede and she reported this. Dean Faber took the report very seriously, he worked on getting signs made but, she added, many students do not know about the other stairwells, only about the central one that one enters immediately upon entering the lobby, a few feet past the bookstore. Senator Norgren explained that students do not know

about the stairwell near the English Department nor about the one on the north side of the building that leads to 60th Street nor the one that leads to the area of the old Library space. She said that what is necessary is the deployment of the security staff and of the fire wardens to direct traffic. President Kaplowitz said that one of the points of the Senate's letter is that only by universal participation in evacuation drills can the College determine whether evacuation plans are properly designed in terms of traffic patterns. But, she added, that is predicated upon the assumption that traffic patterns are studied, plans are formulated and policies are developed on the basis of such information.

Senator Bockmeyer asked about the fact that this afternoon the North Hall revolving doors have signs saying they are for emergency exit only although they previously had been in a locked position so that one could not enter or exit through them. President Kaplowitz said that the students who spoke to her at noon said that although the fire laws require that revolving doors be collapsible so that people can easily and safely exit through them, the North Hall revolving doors are not collapsible. After this morning's events, the revolving doors were unlocked and exit only signs were put on the doors but, of course, anyone ignoring these signs can now enter through the doors without an ID card.

A question was asked about the fire doors exiting to 59th Street near the Foreign Languages Department and about the fire doors exiting to 60th Street near the ESL Center. President Kaplowitz said that these doors do not have crash bars: they do not open if pushed, the way the fire doors of T Building do (which have a videocamera and an alarm that sounds when the doors are opened). She said it is her understanding that in North Hall, the fire doors open only if security or someone with access to the switch, electrically releases the lock from some central switch location. So unless security knows there is a problem, and acts on that information, those doors are locked. She added that the events of the morning raise doubts about whether such independent judgment and action can be counted on. Senator Litwack asked whether security must go to the fire doors to unlock them with a key. President Kaplowitz said they do not have to do that: there is a switch which will electrically release the doors but the question is how does someone trapped by a locked door get the message to security to unlock the door. Senator Del Castillo asked whether there is a failsafe measure in place to release the lock in case the electricity is not working which is often the case during fires and other emergencies. No one knew the answer.

Senator Wallenstein said that the head of security has to be aware and has to make his people aware that the fact that they knew that a fire drill was not scheduled does not mean that they do not release the doors: in fact, that is when there is a really potentially dangerous situation. The fact that officers do not smell smoke is not a reason to not let people out of a building.

Senator Brugnola said that the issue of whether there is a real fire, a false alarm, or a drill is immaterial to the issue of whether the doors are unbarred. The minute it is clear that people cannot quickly exit a building, for whatever reason they are exiting, those barriers must be removed.

Senator Manuel said that last year each faculty member received instructions as to which stairwells to use when exiting from their offices and from their classrooms. He said that faculty should instruct their students as to which stairways to

use. Senator Litwack agreed, saying it is important that we all be aware of this information.

Senator Malone said that no matter how well we were instructed, the point is that the clear and present danger condition was caused by not being able to get out of all the lobby doors and because the stairwells were packed by students and what exacerbated the situation was that students starting coming back up the stairs. What has to happen is that security has to act very quickly and very decisively at the scene to give us as much information as possible and to get those doors open.

Senator Umeh said he wonders why there was confusion in view of the fact that there are fire wardens assigned to every floor of each building. He said that when the alarms went off, whether they are false alarms or not (and when one knows there is no fire drill planned one must assume that the alarms signal a real danger not a false alarm), fire wardens must immediately do their job of directing people to the nearest stairwell and in that way no one stairwell will become overcrowded (assuming that doors are open so that people can quickly exit the building). He said that if fire wardens function only when they have prior warning of fire drills, then such drills are useless. He added that in a real emergency situation, fire wardens are the ones responsible for getting people out of the building.

Senator Malone said that one problem was that the alarm stopped sounding after the third or so ring and so people did not know what that meant but, he added, the smart thing to do and, in fact, the only responsible thing to do is to get one's students quickly out of the building. He said he saw one fire warden who did not know what to do and so did nothing.

Senator Affinnih said it is not clear to him how often these evacuation drills are to take place but they do not take place frequently enough in his opinion. He suggested that drills take place two or three times a semester, even if fewer are required by law, because in this way we all will be familiar with exit routes and procedures so that if an emergency evacuation were needed we would be prepared.

Senator Norgren said that several of the security measures were put into place after the nine CCNY students died in December 1991 and yet what we are hearing here about the barring and locking of doors is the very kind of stampeding, violent situation that led to those deaths. At the same time that people were barred this morning from exiting the lobby, several hundred people exited onto 60th Street because those doors were somehow unlocked but because there were no security officers there anyone, including people not connected to John Jay, could have entered the College through those doors. She said this is an absurdity: we are barring people from leaving the building so as to protect the ID check procedure and we are enabling people to enter where no one is looking at those who enter, much less checking ID cards.

President Kaplowitz said that this leads us to a report of the meeting on September 29 attended by (Acting) Security Director Brian Murphy and Robert Loudon, the associate director of the Criminal Justice Center (which trains the CUNY Security Officers), who attended at Mr. Murphy's request, and by three members of the Senate's executive committee, Karen Kaplowitz, Michael Blitz, and Orlanda Brugnola, and also by Senators Vincent Del Castillo and Andrew Karmen, who are experts in this field. (Senator Pierce, who

was not available, gave detailed advice to the executive committee in preparation of the meeting.)

President Kaplowitz said Mr. Murphy was very receptive to the request for the meeting and said he appreciated the Senate's suggestions. She explained that prior to the meeting she conferred with him and reiterated the Senate's written request for a copy of the written ID policy. Mr. Murphy informed her that there were no written guidelines because it is Mr. Murphy's experience that the student security officers treat written instructions as absolutely rigid, inflexible rules (because they are written), and do not deviate from them even if common sense would dictate otherwise. Therefore, he said, he briefed each security officer orally and individually about the rules regarding the ID policy. She said that she replied that there are two inherent problems with this approach: first, this means that the rest of the community has no knowledge as to what instructions the security officers have been given and so the community cannot know or be expected to know how to abide by the rules and, secondly, as a teacher she knows that oral instructions to one's 85 students about, for example, a term paper assignment result in 85 wrong submissions all of them wrong in different ways. Mr. Murphy agreed to develop written guidelines and to bring them to the meeting. She also reported to Mr. Murphy that after the Senate discussed the ID policy, Senator Gitter informed her that at her night class that evening several CUNY/BA students (from Hunter) complained that the security officer at the entrance of T Building would not honor their Hunter ID cards although John Jay ID cards are honored at Hunter. Mr. Murphy said that that cannot be true because the security officers were told to honor all CUNY ID cards and he asked for the name of the security officer. President Kaplowitz said she explained that it is not possible to know the name of any student security officer because they do not wear name tags (although the CUNY officers do). Mr. Murphy praised the idea of name tags for each student security officer and said he would order such tags which, he said, cost only \$6 each.

At the September 29 meeting, Mr. Murphy brought copies of a draft version of the ID policy and the meeting was devoted in part to the draft document. Many of the suggestions of the Senate representatives were incorporated into the guidelines and the previous day Mr. Murphy gave President Kaplowitz a copy of the final version of the guidelines, which she circulated to the Senate [Attachment B].

It was noted that some of the suggestions of the Senate representatives were not incorporated: Senator Brugnola explained that she had recommended that Uecals or other signs be placed directly on the Uoors of the building so that people approaching the buildings know that ID cards must be shown. In this way people who have no business at John Jay might be discouraged from entering the doors and thus confrontations might be avoided and, also, people with IDs would be reminded to have them ready so as to prevent or at least limit bottlenecking inside the Uoors.

Senator Karmen said that at the meeting with Mr. Murphy, the Senate representatives voiced concerns in two distinct areas: first, we wanted to anticipate any ruses that might be used by criminally inclined people to get on campus (by trying to structure how legitimate deliveries might be made, for example) and we also tried to foresee how incidents might escalate and how to head those off through training and procedures and explicit rules and we speculated about various grievance mechanisms that

might be developed when there are complaints. So with that in mind, the document from Mr. Murphy addresses the first concern but, Senator Karmen said, we have not reached closure about how confrontations will be handled, that is, what kind of complaint process will be implemented. President Kaplowitz added that at the President's Cabinet on September 22, President Lynch said any problems should be reported directly to him, or to Vice President Smith, or to Mr. Murphy. But at the meeting with Mr. Murphy it was pointed out that it is not fair or practical to expect students, visitors, or junior faculty or staff to go the directly to the President, or to a vice president, or to a security director. Such a policy, unstated as well as intimidating, really has the effect of stifling complaints.

Senator Norgren asked how would one prevent someone not connected with John Jay who knows the name of a John Jay student from using that student's name as his or her own and obtaining entrance that way. Senator Karmen said that the officer would ask the student his or her social security number, which would be on the computer printout of all registered students.

Senator Karmen said that the Senate representatives did establish that no one is to be turned away: no one would be told to return home because he or she does not have the ID card, neither faculty nor students. People without an ID may have a legitimate reason to be on campus and they would be given a temporary pass. He added that we were told that the policy is that we are to wear our ID cards at all times: it is not just for entering the building but for spot checks in the hallways.

President Kaplowitz explained that the latter issue of mandatory wearing of ID cards at all times came up because this was the policy stated in the draft version of the guidelines and it also appears in the final version. She said that upon seeing this in the draft version, she read to Mr. Murphy from her notes of the President's Cabinet meeting of September 22: President Lynch had told the Cabinet that people must show their IDs upon entering the buildings but that they are not required to wear their IDs when in the building. Mr. Murphy said that is not correct: everyone must wear the ID at all times so that anyone not wearing an ID can be challenged. President Kaplowitz said that she pointed out that we have a problem because President Lynch is conveying one policy to his administrators, who are expected to report to those they supervise, and a different policy is being promulgated to the security officers. She said that this and other issues that were raised led the Senate representatives to urge Mr. Murphy to recommend to President Lynch that the October 1 start date for the mandatory ID card policy be postponed: she explained that President Lynch had told her and Professor Crozier that if the College is not ready to put the mandatory policy into effect by October 1, he would extend the practice period. Mr. Murphy said he does not want to delay past October 1 because to do so would, he felt, give the wrong message about the College's commitment to the ID policy. He said he would talk to President Lynch about the policy contradiction.

She added that she does not know who received this memorandum from Mr. Murphy, although one presumes the security officers did. It certainly has not been distributed to the faculty. The point is that if the community does not know what the security officers are being told then many members of the community will unwittingly be in violation of the policy which will lead to frustration by the security officers and to the potential for many and avoidable

confrontations and misunderstandings. Also if the community does not know the policy, and the security officers themselves violate or misinterpret or misapply the policy, we will not be able to say to them that they are in error, that their actions or statements do not comport with the written policy.

Vice President Blitz noted that item #7 of Mr. **Murphy's** memorandum is quite different from what the Senate representatives suggested, which was that delivery people stop at the security desk and that the security officer ascertain by telephone if the delivery is expected. Otherwise someone carrying a white bag with a cup of coffee would have easier access than a student or faculty member who is not wearing an ID card. Item #7 was criticized because a one-time delivery would provide that person with a visitor's ID which could be used again at any time that day or any other day since visitor passes are not changed.

President Kaplowitz said that the Senate representatives did talk about the need to establish ways to deescalate situations and to be responsive to the human needs of the victim or complainant. She said Mr. Loudon was very responsive to this and said he would add a component to his training program for the CUNY security officers about these areas. He agreed completely that this is a crucial responsibility of security officers, especially in a setting such as a College. Upon learning of Mr. Loudon's response, Professor Norgren called Mr. Loudon and offered to provide her insights and suggestions and the two are meeting and Mr. Murphy has asked to join the meeting. Senator Norgren was asked to provide an update to the Senate.

Senator Norgren said that the community-wide issue is what should take place if a confrontation occurs and an allegation of unprofessional, inappropriate conduct is made such as the one she reported which involved a battery or an assault. It turns out that the College does not really yet have a process, she said. If a person wants to put a letter in a personnel file, for example, he or she has to know to do that, one is not told of that right. On both sides we do not have a hearings procedure in place and so neither the person who has been alleged against nor the person who is making the allegation and is presumably looking for a remedy has due process. Senator Norgren said that until last Friday, everyone in the administration seemed content about that and did not do anything about it. She said that she became disturbed by this and that as of today President Lynch has agreed to develop College procedures and that with personnel director Margaret Schulze and others he is looking into what the College can legally do and what the College ought to do.

Senator Malone said that Educational Law 129A covers all incidents on campus, especially as it pertains to students. The process for faculty comes under the auspices of the Office of Academic Affairs: in other words, the Provost handles issues involving faculty. Senator Norgren said that what was clear was that there was a lot of embarrassment on the part of the administration and they clearly hoped she would not pursue this.

President Kaplowitz noted that one of the facts Senator Norgren ascertained is that the CUNY Security Officers have chosen the Teamster's Union to represent them and so the College and CUNY have another union, among the many, with which to negotiate.

She added that we have made some progress by obtaining written guidelines, which the Senate will distribute to the

faculty by appending them to our minutes. Furthermore, Senator Norgren is informing all of us of our rights and, indeed, is getting procedures for due process formalized. We have also Mr. Murphy's decision to provide name tags for all security officers and Mr. Loudon is incorporating training techniques for deescalating situations and for crisis intervention.

Senator Litwack said today's incident of the barred North Hall doors is, in a way, fortunate especially because no one was hurt and we can now work to prevent a repetition of it. He said there are potentially very important safety issues that must be followed up, especially the doors other than those in the North Hall lobby that are locked. Senator Litwack also asked whether there is a policy as to what security will do if someone simply ignores them. Senator Del Castillo said that item #4 of the guidelines addresses this.

President Kaplowitz said that Mr. Murphy reported to her yesterday that, so far, four people who in his assessment have no legitimate business being in John Jay were prevented from entering because of the ID procedures. On the other hand, another issue has been brought to her attention by student security officers, many of whom take their responsibilities very seriously: they are very upset that because so many officers are deployed at the front doors checking ID cards that the patrol function has been virtually suspended, at least in North Hall. This means that security officers are not walking the halls of each building on an hourly basis to make sure people are not lurking in cul de sacs or in stairwells, are not trying to break into offices, etc. And since there is no way that a 100 percent ID check is possible, those who do enter for illegitimate reasons are in the building with little or no patrolling of the halls going on. The budget issue is being cited as a reason for not hiring all the security officers that would be necessary to conduct all the security functions.

Senator Grappoe said he can verify this: there was a robbery in the Library the previous day of a student's entire book bag at 11 AM and it took 25 minutes for a security officer to respond, whereas before the ID card policy went into effect the normal time for response by security was five to ten minutes. He added that the Library is one of the places where outsiders are allowed to come, and that on Saturday, October 2, the day after the mandatory ID policy went into effect, he paid special attention and noticed that not only visitors and people who forgot their IDs but everyone, including students and faculty who were wearing their IDs, were required to sign into the visitor's book in order to enter T Building. And so he looked at the sign-in book and was interested to learn that both Mickie and Minnie Mouse were in T Building as was Arsenio Hall. Then also there is a woman, not connected to John Jay, who for a year has been coming into the Library: she can be a problem although she is not always: sometimes she comes over to a Librarian to complain that she hears voices. There have been confrontations with her, Senator Grappone said, explaining that on such occasions she blows up immediately. That Saturday, he said, he was going up the escalator at 3 PM (the Library closes at 6 PM on Saturdays) and she was coming down the escalator and so he decided to check the visitor's book to see how she signed in and identified herself, especially since she was not wearing any ID, not having a John Jay ID card, and visitor passes were not yet being issued. He looked at the book and she had not signed in: every name on the page was that of a man. She had obviously just walked past the security officers. Since then

visitor passes have been instituted, but the previous night she was in the Library and three librarians told Senator Grappone today that this woman had been in the Library but was not wearing a visitor's pass. What is clear, he said, is that there is no consistent application of the ID and visitor policies.

Senator Litwack suggested that the same group that met with Mr. Murphy, and others who are available and knowledgeable, meet with him again and raise all the issues raised here, especially issues of safety and the locked North Hall *Uoors* and report back to the Senate. The Senate endorsed this proposal.

4. Update on Chancellor's Academic Planning Process and responses of CUNY colleges and other groups [Attachments C & D]

The general faculty of Lehman College on September 22 issued a very harsh resolution of no confidence in Chancellor Reynolds. Lehman administrators were present but did not participate in the discussion. The motion passed by a vote of approximately 80 to 20. A copy of the text is being sent to the Faculty Senate.

The next day, on September 23, the Delegate Assembly of the PSC passed an excellent resolution reaffirming the role of faculty in setting curricular policy and supporting the University Faculty Senate's positions about academic planning. A copy of the PSC resolution is being sent to the Senate.

Then on the next day, September 24, Chancellor Reynolds met with all the Senate chairs and the UFS executive committee, that is, with the Council of Faculty Governance Leaders. She brought Vice Chancellor for Academic Affairs Richard Freeland, Budget Director Sherry Brabham, and Vice Chancellor for University Relations Jay Hershenson. The Chancellor met with the Council for two and a half hours in an off-the-record meeting. After she and the other members of the Chancellory left, the Council of Faculty Governance Leaders deliberated and unanimously approved a motion thanking the Chancellor for the meeting which was characterized as "one necessary step" toward restoring the faculty's confidence and stating that the Council looks forward to continuing to meet with her. The phrase "one necessary step" was a reference to the July 27 resolution of the Council of Faculty Governance Leaders (which John Jay's Faculty Senate endorsed last month) in which the Council called upon Chancellor Reynolds to take "all necessary steps to restore the faculty's confidence in the leadership and integrity of the University administration."

There were several things that President Kaplowitz said she could report because Chancellor Reynolds said them for the record at the University Faculty Senate meeting on September 28. The Chancellor said that when she came to CUNY three years ago, the budget request for Albany had already been developed and she was startled that nothing in the budget request was related to academic issues. She felt that this was a terrible policy and approach and she has devoted herself to integrating the budget with academic programs and indeed the June 28 Board of Trustees Resolution calls for each college's budget to be related to its academic planning processes and decisions and requires external reviews of all programs, which the Chancellor sees as a part of academic planning.

What Chancellor Reynolds said to the UFS was that she has

been at CUNY three years and no Senate has invited her or members of her Chancellory to a Senate meeting. She asked to be invited and she urged that members of the Chancellor be invited. President Kaplowitz said that in light of this, the Senate's executive committee did invite both Vice Chancellor for Budget Richard Rothbard and Vice Chancellor for Facilities and Buildings Macari. She suggested that the Senate consider whether it wishes to invite Chancellor Reynolds to a meeting of the Senate.

The Chancellor asserted that the University is finished with the Goldstein Report, that it is no longer operative, and said she accepts the University Faculty Senate Resolution of March 16 (which John Jay's Faculty Senate endorsed and adopted as its position). President Kaplowitz said that she asked Chancellor Reynolds at the UFS meeting (as she had at the Council of Faculty Governance Leaders meeting) how the responses to the Goldstein Report can remain as the operative planning document for each college when they were written in response to an unsatisfactory document which itself is no longer operative: she questioned why the responses themselves are no longer operative (especially since for various reasons the responses range in quality from excellent to inadequate) and suggested that the responses also be put aside. Chancellor Reynolds replied that since the summer many colleges have continued to work on their academic planning documents and that all colleges may do so and that in fact all colleges are to henceforth be engaged in academic planning. She said that it is up to each college to determine how good a planning process and document it will develop and that the process is not over but is an ongoing one.

At both the Council of Faculty Governance Leaders on September 24 and at the UFS meeting on September 28, Vice Chancellor for Academic Affairs Richard Freeland distributed a draft document about the implementation of the June 28 Board of Trustees resolution on academic planning [Attachment C]. Under Resolution I, Task A, is listed a statement required of each college of its projected academic program planning activities for 1993-94 and this is due October/November 1993. Then in May a report is due as to what the college accomplished with regard to the items listed in its October/November document. The draft document that Vice Chancellor Freeland distributed is organized according to the nine 'Resolved' clauses of the Board resolution.

At the UFS meeting on September 28, a resolution was approved by unanimous vote [Attachment D]. The original resolution had as its penultimate resolved clause a statement that the UFS endorses the Board of Trustees' June 28 resolution: a substitute clause was proposed and passed and with that amendment the resolution passed by unanimous vote. The UFS resolution was written by the UFS executive committee after the Chancellor met with the Council of Faculty Governance Leaders and after the Council deliberated about the meeting that had taken place.

The previous day, on September 27, the Board of Trustees held its monthly meeting. The trustees were explicit that the academic planning resolution passed in June was their resolution, that they brought the Chancellor in to accomplish this, that when they were forced to approve a resolution of fiscal exigency and to raise tuition several years ago they vowed never to be put in that position again and thus created what became the Goldstein Committee which ultimately resulted, though this was not the original plan, in the Board of Trustees June 28 resolution. Several trustees said that anger if any should be directed at the

Board and not at the Chancellor and that if anyone is to be voted no confidence it should be the Board and not the Chancellor. One trustee, William Howard, the chair of the Board's Committee on Fiscal Affairs, said that colleges must engage in academic planning, that budget decisions will be tied to academic planning, and he went so far at this public meeting to say that any colleges that do not engage in academic planning should be shut down by the Board. President Kaplowitz said that to some extent this is of course theater, but it is also the trustees' way of making the point unambiguously as to how important academic planning is to them. She added that the trustees seemed not to understand or to be willing to understand that what the faculty were upset by was the process by which the resolution was created and was being implemented, not necessarily by the resolution itself, although there are many who are angry at the resolution.

5. Report on the meetinu with Vice Chancellor for Academic Affairs Richard Freeland

As reported at the last Senate meeting, Vice Chancellor for Academic Affairs Richard Freeland had requested a meeting with the faculty leadership of John Jay. That meeting took place at John Jay on September 30. Vice Chancellor Freeland was accompanied by University Dean Ron Berkman. At the meeting were members of both the Senate's Executive Committee and its legal counsel and of the joint Senate/Chairs Committee on Academic Planning: Dorothy Bracey, Orlanda Brugnola, Robert Crozier, Betsy Gitter, Lee Jenkins, Karen Kaplowitz, Tom Litwack, James Malone, Ken Moran Jill Norgren, and Chris Suggs. The meeting lasted for two and a half hours.

Vice Chancellor Freeland explained that the response to the Goldstein Report due March 31 was not to be just a response to the particular recommendations about particular programs but was to be a statement of the vision that the College has of itself and of its future. He also said that the Cole memorandum reflected the extent to which a vision was developed and articulated by the College. The reason John Jay was in category 3 was not just because of the associate degree program but because of the quality of our response, the degree to which there was or was not a clearly articulated and supported vision of our College as an academic institution. Asked why there was such a disparity in the quality of the responses to the Goldstein Report, Vice chancellor Freeland said he thought the main reason was the extent of the engagement of the people at each College.

President Kaplowitz said that at the direction of the group, subsequent to the meeting, she asked Vice Chancellor Freeland which colleges submitted the best response to the Goldstein Report and he said that CCNY did and she, therefore, obtained a copy of the CCNY report and invited Senators to read it. She explained that she cannot photocopy it for the Senate because it is too lengthy. She also asked Vice Chancellor Freeland which colleges have the best academic planning process and he said that Queens and Hunter have excellent ones and she said that the joint committee would look at their planning documents.

Vice Chancellor Freeland explained that there is to be governance based academic planning and this planning can be successful only with faculty involvement and support. He said

that at the college level the faculty voice can get expressed in a way that is seen as legitimate within the structure of the college and that faculty have to feel that their voice has been heard and articulated and faculty have to affect the outcome. He said his bias is toward an institutional approach: a standing committee that works with the administration to develop a plan which can be adjusted when change requires it. There are six necessary aspects that he described: members who deeply understand the process must be involved and it must be an ongoing process; there must be a strong program review and review cycle process which must be a professionally credible, quantitative review that is available to the planning committee; there must be strong institutional research strongly rooted in faculty although the faculty cannot be expected to have the time to do this research themselves; it must have an informational base; there must be an institutionalized linkage between academic planning and the budget; it must involve a good working relationship between faculty and administration. Dean Berkman added as a seventh element a sense of the engagement of the faculty in the planning process.

Vice Chancellor Freeland described the Board of Trustees as very serious about academic planning and said the Board expects each College to engage in academic planning. Asked how he defines academic planning, he said each College should decide what it wants to be like in five years and in 10 years and how it wants to make that happen: this includes consideration of the physical facilities, of the budget, enrollment, mission, etc. He reiterated that successful planning can take place only with faculty involvement and support and there must be a well worked out set of academic priorities. Vice Chancellor Freeland said that the way planning should be done and the way it should configure with a college's governance structure is to be determined by each college and that the channel of communication between 80th street and each college is through the president who reports the decisions of the college.

Vice Chancellor Freeland also emphasized the importance of CUNY-wide program collaboration which he called an important theme and a wonderful opportunity and which is included in the Board of Trustees resolution of June 28.

President Kaplowitz reported that Vice Chancellor Freeland explained that the October/November item in Resolution I, Task A of the implementation document is a statement of the activities the College plans to engage in this year and in May a report must say what we actually accomplished. He said we could say, for example, that we are going to develop a process and timetable of external review of our programs and in May we would report what that process and timetable is. Or, he said, we could say we will develop a major in dispute resolution and then in May we would report what we have accomplished in developing such a major. The point is that the initial document is a commitment, a contract, as to what we will be engaged in this year, what the College thinks is important.

As a result of that meeting with Vice Chancellor Freeland, the joint Senate/Chairs Committee on Academic Planning scheduled a meeting with Provost Wilson, in his capacity as the academic vice president, and that meeting took place earlier today. At that meeting were Dorothy Bracey, Robert Crozier, Betsy Gitter, Karen Kaplowitz, Tom Litwack, James Yalone, Ken Moran, and Jill Norgren.

Provost Wilson informed the committee that the letter referred to as "Resolution I, Task A" is due October 15 and the Committee and the Provost agreed to work together in preparing this document. Senator Malone pointed out that at the beginning of the meeting Provost Wilson had originally said that he alone will write the letter required by 80th Street as to the projected academic planning activities the college is committing itself to this year. President Kaplowite added that what was eventually agreed to during the course of the meeting was that the Senate/Chairs Committee on Academic Planning would be a Committee on Academic Planning, consisting of Senate and Chairs representatives, chosen by those two bodies, and chaired by Provost Wilson, and this Committee would report to President Lynch. When that was decided, it was also decided that this committee will work with its chair, Provost Wilson in developing the College's October 15 response, and the letter would be the result of a consultative process. The agreement was that prior to the Committee's next meeting, Provost Wilson would provide the Committee with a draft of the letter and the Committee and the Provost would then meet to work on the letter together. She said that Provost Wilson seemed very pleased to have the faculty work with him on this project, a project that is the responsibility of the faculty although the decisions are communicated to 80th Street by the President. The problem, President Kaplowitz said, is that we have very little time to decide as a College as to what academic planning activities we want to commit ourselves to work on this year. The Senators were asked to share their ideas either now or during the week about the academic activities the College should engage in.

President Kaplowite asked if there was any objection by the Senate as to the Senate's participation in this Committee as formulated at today's meeting with Provost Wilson or to the members' involvement in developing the October 15 letter. She also asked whether there is any objection to Senator Litwack continuing as a member of the Committee, having attended the meetings originally as the Senate's legal counsel, and whether there is any objection to Senator Norgren replacing Senator Bowen who has had to step down for personal reasons. Hearing no objection to any of these issues, she said that she would inform Provost Wilson as well as her counterpart, Professor Crozier, of the Senate's concurrence and representation.

Senator Malone pointed out that the Senators on the Committee would be representing the Faculty Senate. President Kaplowitz agreed and noted that Provost Wilson agreed, of course, that the committee members would report to the Senate or to the Chairs, whichever is their constituency, and would receive recommendations from their constituencies but Provost Wilson said that he did not think that the representatives should have their decisions ratified by those they represent but should rather be charged by the two bodies to make decisions, to speak for the Senate and the Chairs, and, of course, to report back. He felt that otherwise we would not be able to accomplish all that we have to do. She said while some agreed with this approach and that others did not but that the prevailing view was concurrence.

Senator Norgren noted that Vice Chancellor Freeland had said that 80th Street interacts with the College president, who speaks for the College. But, she added, clearly 80th Street has been stung by the response to the Goldstein Report and to its aftermath and so 80th Street now has now in some ways stepped back from the centralization they were attempting. They are urging us to engage in academic planning and are holding out carrots and sticks

but are now saying that academic planning is going to be campus based but at the same time noting that they rely on the president. At the same time, she said, when we talked with Vice Chancellor Freeland about such issues as the flow of information, the use of information, and so forth, he had said that of course this is to be a governance based process. And so, Senator Norgren explained, the Senate and Chairs representatives raised the question about colleges like John Jay where the College Council has only half of its seats assigned to faculty. And so the question for us is whether we want academic planning to be driven by non-academics. On the other hand, we have the opportunity as faculty to be engaged in academic planning and the extent to which this is going to be driven by the sixth floor or by the faculty is really in our hands. Academic planning involves resources, the development of majors, decisions about enrollment, about the physical plant. Senator Malone added that it also involves budgetary information and budgetary decisions. President Kaplowitz said that the Board resolution states, and Chancellor Reynolds and Vice Chancellor Freeland keep reiterating the fact, that from now on budget will be driven by academic planning, not by enrollment. She added that we pointed out to Vice Chancellor Freeland the fact that John Jay played the game when enrollment was the determining factor even though our budget did not accurately reflect our enrollment growth and now that our enrollment is so large that 53 percent of our sections are taught by adjunct faculty, the rules have changed.

Senator Gitter pointed out that Vice Chancellor Freeland said that in the short term budgets will still be enrollment driven but that at the margins, and that was his phrase, discretionary monies would be awarded on the basis of academic planning. In the long term, working with the advisory committee mentioned in his document, there will be an attempt to work out a formula that provides incentives for academic planning and that also recognizes enrollment. Senator Gitter said that Vice Chancellor Freeland had also said that a college would have to make its case for its budget not by comparing itself with other CUNY colleges but by comparing itself to a comparative college outside the CUNY system and for us that would be a criminal justice college outside CUNY. And so there would be a kind of free market economy by which we would provide academic services in the most economical way.

Senator Norgren said that the way to involve faculty more in this process is to hold meetings of the general faculty. We all have differential access to information. She suggested that the Senate should sponsor such a faculty meeting. President Kaplowitz praised the idea, and noted that when we had the crisis about the funding of the associate degree programs, Professor Crozier as Chair of Chairs and she as head of the Senate jointly called a meeting of the general faculty in August and more than 100 faculty attended: the discussion was excellent, various people had information to share, questions were answered, feelings of anxiety were reduced because people were given information and people became very engaged as evidenced by the excellent report issued by the Senate/Chairs Ad Hoc Committee on the Associate Degree Programs, a committee that was formed as the result of that general faculty meeting.

Upon a motion duly made, the meeting adjourned at 5:00 PM.

Respectfully submitted,

Edward Davenport
Recording Secretary

Announcements from the chair

Associate degree funding not in Chancellor's budget request

The 1994-95 CUNY budget request that the Chancellor has presented to the Board of Trustees Committee on Fiscal Affairs on October 4 does not include a request for the funding of the associate degree programs at John Jay and at NYCTech. Professor Bernard Sohmer, the faculty member, questioned this and was told by Vice Chancellor Rothbard that the current arrangement with NYC would be pursued instead. When Professor Sohmer asked whether CUNY would fund the John Jay and NYCTech associate degree programs out of its operating budget if NYC does not fund the programs, VC Rothbard said CUNY would not. A special public hearing on the Chancellor's budget request is scheduled for October 18 at 3:00 PM prior to the regular public hearing about the other agenda items that are on the Board's October 25 agenda. Anyone wishing to may testify to the Board about the budget request or may submit written testimony by October 18. The budget request will not become final until the Board of Trustees votes on it on October 25.

Board of ACJS approves deputy editor of ci education journal

The Journal of Criminal Justice Education, which is published by the Academy of Criminal Justice Sciences (ACJS), is now housed at John Jay, Professor Dorothy Bracey having been selected in a national search as editor. At Professor Bracey's recommendation, Professor Michael Blitz (the vice president of the Faculty Senate) was ratified by the Board of ACJS as the Journal's deputy editor.

Better Teaching Seminars

The October 27 Better Teaching Seminar is co-sponsored by the Faculty Senate and the Women's Studies Committee and is on "Issues of Gender in the Classroom and in the Curriculum." The panelists are Professors Michael Blitz, Elizabeth Crespo, Mary Gibson, Betsy Gitter, and Virginia Morris.

On November 8 the Better Teaching Seminar is being presented by Professor Marilyn Lutzker on "Diversity in the Curriculum: A Discussion about Practical Ways to Get Started." The respondents will be Professor Carol Groneman and Provost Basil Wilson.

On November 30 Professors Robert DeLuca and Rubie Malone will present a Better Teaching Seminar on students' perceptions and misperceptions about college, about faculty, etc.

On December 20, new faculty, those who joined John Jay this year and last year, will be invited to share and compare their experiences.

All Better Teaching Seminars are in Room 630 T at 3:30 PM.

President's Cabinet: September 22

President Lynch reviewed the ID card policy, noting that this is a preventative approach. He said that people will be required to show their John Jay ID card when entering each building but will not be required to wear it. He said that anyone having problems with security officers about the ID policy should speak directly to either him, to VP John Smith, or to Security Director Brian Murphy. VP Smith reported that the administration is looking at machines that take ID photos and that store the image on a computer disk which can be viewed on a monitor when the name of a person who has been issued a card is punched in. The cards made by this machine could be used in turnstile machines if we decided to purchase such machines.

President Lynch reported that John Jay has not yet fully engaged in recycling but that the City is gearing up for this. He said that we are doing a better job of recycling in North Hall because the sanitation department district that North Hall is in

President's Cabinet: September 22 (cont)

engages in recycling but the district that T Building is in does not. Dean Price noted that this year three graduate students are Reisenbach Scholars. VP Witherspoon reported about the Leadership Conference during the past weekend for student leaders and about the Dean's List reception at which President Lynch, Provost Wilson, and Dean Price will speak.

Provost Wilson reported that faculty will need tickets to attend the lecture by Professor Lani Guinier and that 370 tickets have already been set aside for students whose instructors are taking their classes. He also said that display cases for faculty publications will arrive soon and that Barnes and Noble Bookstore now has a faculty publications section.

Dean Rothlein reported that the Planning Committee had met and had agreed to develop a new Master Plan for John Jay and has been interviewing planning experts with the purpose of hiring a consultant to the Committee. President Lynch provided an update about the conference on drugs that will be held from June 10-18 at John Jay.

NYS Regents Commission issues report on higher education

The NYS Regents Commission on Higher Education, known as the Reilly Commission (after the chair), has just issued its report. Its recommendations are: CUNY should receive an increase in the number of full-time faculty and in APTS (aid for part-time students); SUNY should be permitted to charge differential tuition (different tuition for the senior, community, and technical colleges); Bundy aid for private colleges should be increased.

Council of Chairs October 6

Dean Faber reported on registration and prerequisite checking at the fall registration.

Professor Crozier reported that the Budget Planning Committee proposed to Provost Wilson that 25 new faculty lines should be requested for next year. Provost Wilson told the Chairs that John Jay is 13 positions over the number of full-time employees set by 80th Street for John Jay. John Jay is allocated 444 positions: this includes all full-time employees, that is faculty, staff, administrators, buildings and grounds personnel, etc. The Provost explained that on October 21, the administration will make a presentation at 80th Street arguing that the 1994-95 budget should be augmented. Provost Wilson also suggested external reviews of the graduate programs but not for the undergraduate programs because we are just finishing the cycle of undergraduate internal reviews. He also reported that the ideas of the Retention Task Force have to be institutionalized and that we have implemented the 25%/75% ratio of associate and baccalaureate students whereby only 25 percent of the entering freshmen are associate degree students and 75 percent enter as baccalaureate students. Provost Wilson also reported that 80th Street is concerned that John Jay has not done enough in terms of collaborative programs with other CUNY colleges but noted that none of the other colleges has called us to engage in collaboration. He added that he has called the provost of Lehman College about collaborating in the social work program that exists at Lehman and that he plans to talk to York about their social work program. He also reported that he wants to set up a dispute resolution center at John Jay. He noted that whereas CUNY colleges have been cutting sections (10,000 sections have been cut over the last three years), John Jay added 50 sections this fall. Provost Wilson explained, in answer to a question, that the City's funding of NYC of the associate degree

Council of Chairs October 6 (cont)

program is an accounting arrangement. Asked about who will write the report due at 80th Street about John Jay's projected academic planning activities, Provost Wilson said he is writing it.

Professor Berger raised the question of who will prepare the College's response to the report of the Chancellor's task force on Science, Engineering, Technology, and Mathematics (SETM).

Professor Bracey briefed the chairs about the meeting of the Senate/Chairs Committee on Academic Planning and the Senate Executive Committee with Vice Chancellor Freeland.

College Council September 23

On the recommendation of the Curriculum Committee, the College Council voted, with three abstentions, to close the associate degree program in government and public administration.

A first reading of Professor James Malone's proposed Charter amendment was held: the proposal is that a constituency may vote to exempt itself from the term limitation so that, if it chooses, it may elect a representative who has served three one-year terms. The question of what is a constituency was raised. The question was also raised about a constituency which elects a representative who had previously represented a different constituency for three years (for example, a person with a dual Mathematics and **SEEK** appointment who represented Mathematics for three years and is then elected by **SEEK** to represent that Department or a person who represented an academic department for three years and then is elected by the Faculty Senate to represent that constituency. The matter was not resolved.

A first reading of the Senate's proposed Charter amendment to require two readings of all issues having to do with academic policy (except for course revisions and proposals) was held.

Elections for the Executive Committee were held by secret ballot and run-off elections were held.

Executive Committee of College Council elected

The six faculty who were nominated were elected to the College Council executive committee: Orlanda Bruqnola, Ed Davenport, Gavin Lewis, Barry Luby, James Malone, Agnes Wieschenberg.

The three students members elected are: Robert Hernandez, Debra LaVille-Wilson, and Simone Moore.

The HEO (Higher Education Officer) elected was Marie Rosen.

Election of students to College P&B

The College Council elected Robert Hernandez and Simone Moore to the College **P&B** on which they will serve as voting members.

Runoff elections held

The College Council runoff election between Carmen Vega and Marie Umeh resulted in the election of Carmen Vega to the Committee on Student Interests. (The other two faculty elected in May are Suzanne Iasenza and Nick McNickle.) A runoff between Nydia Flores and Marie Umeh for the Committee on Undergraduate Honors, Prizes, Awards and Scholarships resulted in a tie vote.

Search committee for dean of undergraduate studies appointed

President Lynch appointed the members recommended by the Senate and Chairs: Peter DeForest, Migdalia DeJesus-Torres de Garcia, Carol Groneman, Holly Hill, Agnes Wieschenberg, and Jack Zlotnick, as well as Robert Crozier and Karen Kaplowitz. In addition, he appointed three administrators: Frank McHugh, Barbara Price, and Basil Wilson (chair), two faculty: Kwando Kinshasa, and Elizabeth Crespo; and three students: Robert Hernandez, Simone Moore.

Poster contest on breast cancer established for CUNY students

A contest entitled "Give women the power to take charge of their Health and win \$1000," which only CUNY students are eligible to enter, has been established by the NYC Department of Health with Glamour Magazine and Hanes. The CUNY college that submits the most submissions proportionate to the size of its student body will receive \$5000 worth of athletic equipment. Students may enter either individually, or as a class, or as a department, and more than one entry per student or group is permitted. There are two first prizes of \$1000 each; two second prizes of \$500 each; and two third prizes of \$250 each. The deadline for submissions is December 15, 1993, and are to be sent to Glamour/Hanes Hand in Hand, DOH Poster Contest, PO Box 94, Bayonne, NJ 07002-9853. Each poster must be no larger than 11" x 17" and must be original in terms of image and slogan. Spanish language entries are "strongly encouraged." Each entry will be judged on the basis of "creativity and the effectiveness and appropriateness of its health message for a breast-health awareness program geared to young women. **Message is more important than quality of artwork.**" The posters "should encourage young women to make breast care a natural part of their personal routine. They should also call attention to at least one of the following: performing breast self-examination once a month; seeing a health-care provider for a clinical exam once a year; and adopting a healthy, low-fat diet." See Karen Kaplowitz for the flier which provides information about breast self-exams, clinical exams, and diet, as well as additional information about the contest.

UFS delegate nominations open

Two University Faculty Senate delegate positions will become vacant in May. These are the seats held by Professor Haig Bohigian and Professor Timothy Stevens, both of whom are eligible for reelection. The three-year terms begin in May 1994. To run, a faculty member must submit a petition signed by 15 full-time members of the John Jay faculty and send the petition to Professor Karen Kaplowitz, John Jay's UFS liaison, by November 22.

Two alternate delegate positions also become vacant in May: unlike the three-year delegate positions, the alternate position is a one-year term and to run one must submit a petition of 15 signatures of full-time John Jay faculty by November 22. The current alternate delegates are Jim Cohen and Antoinette Trembinska, who are eligible for reelection. Alternate delegates may speak at meetings and may vote when a delegate is absent.

The UFS charter requires nominations to be held in November and elections to be held before February 1. The UFS meets once a month, on a Tuesday night, at the Graduate Center. The UFS Charter defines the UFS as "the principal organ of faculty expression and participation in the governance of the City University. Composed of elected delegates from each of the autonomous constituent units of the University, its purposes are to assure that the faculty shares policymaking authority and responsibility with regard to appropriate aspects of university-wide planning and operation, and to provide a channel of reciprocal communication between the faculty and the administration of the University. The Senate complements and supplements, at the University level, the Faculty Councils and other deliberative bodies of the colleges and schools of the University." The UFS Chair serves on the Board of Trustees.

The size of a college delegation is based on the size of its full-time and adjunct faculty. JJ has four delegates representing full-time faculty (Haig Bohigian, Karen Kaplowitz, Maria Rodriguez, Timothy Stevens); one adjunct delegate (Orlanda Brugnola); ^{t w o} alternate delegates (James Cohen and Antoinette Trembinska).

CUNY conference on governance to focus on academic planning

On Friday, December 3, an all-day conference for CUNY faculty on the subject of "Strengthening College Governance" is being presented by the University Faculty Senate in conjunction with the Council of Faculty Governance Leaders.

This is the second UFS Conference on campus governance, the first, which was rated by the participants as extremely successful and useful, took place last December. In response to the participants' request for a second conference on this subject and in light of the academic planning developments that have taken place at CUNY since then, this second conference, which will again be held at John Jay, will focus on academic planning. The three plenary sessions will be on: strengthening college curricular committees; developing academic program review guidelines; and integrating a University perspective into college-based academic planning.

The keynote address will be by Dr. Ernst Benjamin, the general secretary of the American Association of University Professors (AAUP).

All 120 University Faculty Senate delegates are invited. In addition, eight faculty from each CUNY college are being invited by the Faculty Senate executive committee of each college. The conference will include a luncheon and a reception at the day's conclusion. There is no cost to registered participants.

John Jay faculty who are not UFS delegates and who are interested in attending this conference should call Karen Kaplowitz (ext. 8724) as soon as possible.

Board of Trustees September 27 meeting

The Board of Trustees on September 27 approved funding for both a mathematics micro-computer laboratory and a data processing laboratory at Hostos; renovation of the dining-room laboratory at NYC Tech; on-site inspection services for NYC Tech and CCNY; replacement of the HVAC system and plumbing work at Kingsborough; contract for maintenance of Hitachi data system equipment for Queens; University-wide purchase of Federal student loan management services; University-wide purchase of collection and litigation services for delinquent and miscellaneous debts; and on-site duplicating services at CCNY.

The Board appointed Professor Robert Dombroski to the position of Distinguished Professor of Italian Studies at the College of Staten Island.

The Board approved the establishment of the Applied Science Coordinating Institute (ASCI) at the Graduate School and University Center effective October 1, 1993. The explanation for this agenda item states: ASCI "is being established by The City University of New York in conjunction with CUNY's participation in the Higher Education Applied Technology (HEAT) program of the State of New York. Under the HEAT program the State is providing CUNY with \$15 million to purchase research equipment for use in enhancing university-industry interaction, increasing technology transfer, and promoting economic development. ASCI will serve as a point of contact between industry and three multi-campus centers of technological research within the University: the Center of Ultrafast Photronic Materials and Applications, the Center for Applied Biomedicine and Biotechnology, and the Center for the Applied Study of the Environment. Future centers established within ASCI will require approval by the Committee on Academic Policy, Program and Research and the Board of Trustees. ASCI will be led by an Executive Director appointed by the Chancellor on the nomination of the Vice Chancellor for Academic Affairs and the President of the Graduate School and University Center. A Board

Board of Trustees September 27 meetina (cont)

of Advisors, co-chaired by the Vice Chancellor and the President, will set policy and review the Institute's activities. A Technical Advisory Committee will support the Executive Director and the Board on specific issues."

The Board approved the naming of the building at 30 West Broadway donated to CUNY for use by BMCC as the Miles and Shirley Fiterman Hall, after its donors. The 370,000 square feet building, appraised at \$30 million dollars, was described as the largest capital gift that CUNY has received from an individual and the largest gift ever made in the United States in connection to a community college. BMCC's existing physical plant was built for 10,000 students and headcount enrollment in 1992-93 was 15,722 with a projected enrollment of 18,000 by 1996.

Curriculum committee agenda for October 8

The agenda for the October meeting of the Curriculum Committee included "general education requirements for the associate degree programs in Corrections, Police Science, and Security Management." Another item was "**coordination** of the general education requirements in History, Literature, and **Philosophy.**"

The minutes of the September 8 meeting report that the Curriculum Committee recommended terminating the associate degree program in Government and Public Administration by a vote of 17-0-1. Professor Ned Benton, according to the minutes, told the Committee that "this decision was being made without full study of all the issues. While supporting the motion, he indicated that his department might want to propose a new associate degree program in this area at some time in the future." A motion to continue only the subcommittees on courses, existing programs (renamed program review), and new programs and to put the subcommittees on basic skills, editorial, writing across the curriculum, and women's studies on an "**inactive list**" was defeated by a vote of 5-11-0.

The committee discussed a proposed calendar for the internal review of undergraduate majors, the proposal being to change from the current 4-year cycle to an eight and a half year cycle. The cycle would include all majors and associate degree programs. The cycle begun in the 1980s will end this year with the self-study of the majors in criminology and computer information systems and of the associate degree programs in police science, corrections, and security management. It was suggested that the certificate program in dispute resolution be added to the cycle. This issue was a preliminary discussion prior to the October meeting when the proposal would be put to a vote (N.B. The action taken in October is not yet known.)

An ad hoc committee was created to study an agenda item submitted by the Foreign Language Department which opposes the Spanish CLEP examination which is currently used to award six or 12 credits for Spanish Level 1 or Spanish Level 2.

Orientation reception for faculty advisors of student clubs

A reception and orientation for faculty advisors of student clubs will take place at 3:30 on Tuesday, November 2. All faculty advisors of student organizations and clubs are invited to this event which is co-sponsored by the Office of the Vice President for Student Development and the Faculty Senate.



JOHN JAY COLLEGE OF CRIMINAL JUSTICE

The City University of New York
899 Tenth Avenue, New York, N.Y. 10019
(212) 2378000

To: All Security Personnel
From: Director Brian Murphy *BCM*
Date: October 1, 1993
Subject: WEARING OF ID'S ON CAMPUS

As you know starting October 1, 1993 all persons entering John Jay College will be required to visibly wear ID cards while they are present in either building. The trial period during the month of September will be over and the following procedures **will** be in effect:

- 1- All faculty, staff and students must display ID cards in such a way that they are readily visible to security officers.
- 2- An auxiliary desk will be opened in each lobby for ID verification.
- 3- All security officers will:
 - a. Check all persons entering John Jay to ascertain if they are displaying their ID cards.
 - b. If students do not have their ID card, they will be directed to the auxiliary desk where a check of the computer printout located at each auxiliary desk **will** be made. If it can be verified that the student is registered, an entry will be made in the visitor's log and a one-day visitor's pass will be issued. If the student states that he/she has lost the card, instructions will be given regarding the procedure in acquiring a new card following the issuance of the visitor's pass.
 - c. If members of faculty or staff do not **have** their ID card they will be asked to properly identify themselves and then be issued a temporary visitor's pass and entries will be made in the visitor's log. Faculty and staff lists will also be available at each desk.
 - d. All efforts should be made by security personnel to expedite the issuance of temporary ID cards. If the faculty or staff member is known to you, a card may be issued without a wasteful check of the printouts. However, it is advisable to check each student to ascertain if the person is currently registered. At all times remain courteous in an effort to avoid unnecessary confrontations.

ATTACHMENT B (cont)

4- If a student, staff member, or faculty member refuses to properly identify himself/herself, the officer will try to ascertain the person's identification through other methods and forward a report of the incident to the Security Director for later action. If there is reasonable grounds to believe the person is other than a member of the John Jay Community notify your supervisor via portable radio who will then respond to the location, attempt to ascertain proper ID and request further assistance if necessary. A detailed incident report will be forwarded to the Director.

5- Visitor's passes will be issued to all visitors to John Jay at the auxiliary desk. **Passes** will only be issued to persons who have legitimate business with John Jay. Visitor's **will** be signed in by the security officer at the auxiliary desk after the visitor displays valid ID. If the visitor does not display valid ID, all attempts will be made to contact the person sought who will be requested to meet him/her at the desk to verify his/her ID.

6- All ID cards from other CUNY locations will be honored and the bearer will be required to wear it while on campus. If the card is not equipped with a holder of some type, a visitor's pass will be issued at the auxiliary desk.

7- All special program attendees, **WEP** workers, and vendor employees will be issued temporary ID cards to be worn on campus. Copies of these cards will be kept at each desk for comparison.

8- All short term special program members will be issued Temporary ID cards with chains to be worn on campus.

IMPLEMENTATION OF THE BOARD RESOLUTION ON
ACADEMIC PROGRAM PLANNING

As was stated in the September 3rd, 1993 open letter from Chancellor W. Ann Reynolds, in addition to consultation indicated in the Board of Trustees' resolution, a Vice Chancellor's Advisory Committee is being established. References below to "Advisory Committee" refer to that Committee.

Resolution I: Continued Campus-based Planning and Program Review

Task A: Submission by each college of a Statement of projected Academic Program Planning activities for 1993-94 (Oct./Nov. 1993); submission by each college of a report on Academic Program Planning activities during 1993-94 (May 1994).

Task B: Chancellor's Annual Report (Informational) on Academic Program Planning to Board of Trustees (June 1994).

Task C: Additional Reviews of Academic Program Areas:

1. Review of doctoral programs by the Graduate School (begins Fall 1993; anticipated report, Fall 1994).
2. Review of ESL by CUNY-wide Advisory ESL Task Force (anticipated completion, Fall 1994); subsequent review of remedial programs anticipated.

Resolution II: Intercollege Collaboration on Academic Programs

See I A and B.

Resolution III: University-wide, Discipline-Based Collaboration

Task A: The Vice Chancellor for Academic Affairs, in conjunction with the Advisory Committee, will select a limited number of fields in which to initiate activity (Fall 1993).

Task B: The initial set of disciplinary groups selected in A, working with the Vice Chancellor, will develop specific objectives for each group (Fall/Winter 1993-94).

Task C: The Vice Chancellor, in conjunction with the Advisory Committee, will develop a multi-year plan for formation of additional disciplinary groups (Summer 1994).

Resolution IV: Articulation

Task A: Vice Chancellor's Report to Chancellor, based on reports from the Chancellor's Advisory Committee on

ATTACHMENT C (cont)

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Articulation and Transfer and the COPS Academic Affairs Committee (October 1993).

Task B: The Chancellor's Advisory Committee Report to be sent to University Faculty Senate prior to October plenary; UFS to provide Chancellor with comments (October/November 1993)

Task C: Chancellor's Report to Board (Spring 1994).

Resolution V: Guidelines for Academic Program Review

Task A: Consult with appropriate groups, as well as Advisory Committee; review existing program review processes; review recommendations of University Faculty Senate conference (Fall/Winter 1993-94).

Task B: Chancellor's recommended guidelines to Board (Spring or Fall, 1994).

Task C: Implementation of review cycles by colleges (following Board review).

Resolution VI: Guidelines for Certification Review

Task A: Consult with appropriate groups, as well as Advisory Committee; review existing campus certification review processes (Fall 1993).

Task B: Chancellor's recommended guidelines to Board (Fall 1994).

Task C: Implementation of certification review guidelines by colleges (following Board review)

Resolution VII: College Catalogue Reviews

Task A: Receive statements of campus intentions regarding catalogue reviews from Presidents (Fall/Winter 1993-94)

Resolution VIII: Degree Credit Study

Task A: Conduct study, consulting with Vice Chancellor's Advisory Committee (beginning Fall 1993).

Task B: Results of the study included in Chancellor's Annual Report (Informational) on Academic Program Planning to Board Of Trustees (June 1994).

Resolution IX: Coordination of Academic Program and Budget Planning

Task A: Integrate the Office of Academic Affairs into annual financial plan meetings with colleges for FY94 (beginning Fall 1993).

Task B: Include in FY95 Budget Request support for academic program initiatives (beginning Fall 1993).

ATTACHMENT D

Resolution of the University Faculty Senate of the City University of New York on Academic Program Planning

September 28, 1993

- Whereas: The Academic Program Planning resolution adopted by the Board of Trustees on June **28**, 1993, called on the Chancellor to "coordinate the academic program and budget planning and implementation processes of the University to further the plans developed by the colleges [emphasis added] and the goals and objectives set forth in this resolution," and
- Whereas: The publication of the Cole memorandum **and** the release of the letters from Vice Chancellor Richard **M.** Freeland to the college presidents undercut the faculty belief that the central administration was prepared to act collegially within the framework of the Board resolution, **and**
- Whereas: The Council of Faculty Governance Leaders on July **27, 1993**, in response to the release of **the** Cole memorandum and the release of Vice Chancellor Freeland's letters to the colleges, voted to condemn "the pattern of duplicity of the Chancellor and the central administration and deplores the resulting loss of credibility in their claims of cooperation and collegiality," and
- Whereas: The Executive Committee of the University Faculty Senate in an Open Letter to Chancellor **W. Ann** Reynolds on July **27, 1993**, **also** in response to the Cole memorandum and the Freeland letters, called on the Chancellor to satisfy the faculty that University budget procedures were not being **used** in a punitive fashion, and
- Whereas: The Chancellor **has agreed** to provide all requested budget information and a select faculty committee has **been** charged by the Executive Committee to undertake the budget analysis, now therefore be it
- Resolved: That faculty primacy in curricular matters be respected and that the University budget be responsive to academic plans developed by the colleges **as** endorsed by the Board of Trustees at its meeting of June 28, **1993**, and be it further
- Resolved: that the University Faculty Senate agrees with the Professional **Staff** Congress **and** endorses the criteria proposed in its resolution of September **23, 1993**, **as** needed to reestablish faculty confidence in the academic program planning process:
- **an** end to attempts to implement the recommendations of the Chancellor's Advisory Committee on Academic Program Planning;
 - **a** disavowal of **any** attempt to reward or punish colleges through the budget for their response to the Advisory Committee report;
 - **an** end to attempts to alter physical education requirements without the approval of appropriate faculty bodies at the college;
 - **recognition** of college-generated guidelines for academic program review **and** for certification review.

Unanimously adopted by the **21**th plenary session.