

## Faculty Senate Minutes #362

October 13, 2010

3:20 PM

Room 630 T

**Present (44):** William Allen, Andrea Balis, Spiros Bakiras, Elton Beckett, Ben Bierman, Marvie Brooks, Erica Burleigh, Elise Champeil, Sergei Cheloukhine, Demi Cheng, Kathleen Collins, Lyell Davies, Virginia Diaz-Mendoza, James DiGiovanna, Jennifer Dysart, DeeDee Falkenbach, Beverly Frazier, Terry Furst, Robert Garot, Jay Gates, Katie Gentile, Lior Gideon, Norman Groner, Maki Haberfeld, Jay Hamilton, Karen Kaplowitz, Tom Litwack, Vincent Maiorino, Xerxes Malki, Evan Mandery, Isabel Martinez, David Munns, Roz Myers, Paul Narkunas, Richard Ocejo, Richard Perez, Rick Richardson, Raul Rubio, Richard Schwester, Francis Sheehan, Staci Strobl, Patricia Tovar, Monica Varsanyi, Valerie West

**Absent (5):** Edgardo Diaz Diaz , Olivera Jokic, Nivedita Majumdar, Frank Pezzella, Fritz Umbach

**Invited Guest:** Vice President for Enrollment Management Richard Saulnier

**Guest:** Professor Ned Benton

### AGENDA

1. Adoption of the agenda
2. Announcements
3. Approval of Minutes #361 of the September 30, 2010, meeting
4. Election of members of committees and update on task force memberships
5. Proposals for a Community Period
6. Review of the October 14 meeting of the College Council
7. Draft Forgiveness Policy: continuation of discussion
8. Draft Double Majors Policy
10. Review of Space Planning in Preparation for the Phase II Opening: Professor Ned Benton

#### 1. Adoption of the agenda

The agenda was amended whereby an agenda item, "Review of Space Planning in Preparation for the Phase II Opening: Presentation and Discussion: Professor Ned Benton," was deleted, for possible inclusion on the agenda of a later Senate meeting. President Kaplowitz, in proposing

this change on behalf of the Executive Committee, explained that subsequent to the placement of this item on the agenda, a meeting was scheduled for next week to discuss the very issues Professor Benton was to report about. The meeting is set for October 19. Attending this meeting will be herself and Professors Ned Benton, Harold Sullivan; Provost Bowers; VP Pignatello; Architect Ynes Leon; and Ben Rohdin, who works for Provost Bowers.

A Senator asked whether at this meeting decisions that have already been made by the administration are going to be communicated in a one-sided manner such as has been happening, she said, with regard as to where academic departments will be located once the new building is opened. President Kaplowitz stated that the purpose of the meeting is to discuss outstanding space issues, such as the adequacy of space for adjunct faculty, and to hear and consider Professor Benton's ideas about alternate ways to locate academic departments. She added that Provost Bowers is meeting with each academic department that is scheduled to be in a different location than originally planned. Senator Jay Hamilton stated that his department, Economics, is unsatisfied with its placement in the BMW Building and would like this be an agenda item for a future Faculty Senate meeting. President Kaplowitz explained that all agenda items must be submitted in writing but she also suggested that such a request be made only after the Economics Department has had its meeting with Provost Bowers and after the October 19 space meeting has taken place. The agenda, as amended, was approved.

2. **Announcements & Reports [Attachment A]**

3. **Approval of Minutes #361 of the September 30, 2010, meeting.** Approved.

4. **Election of members of committees and update on task force memberships**

The Senate ratified the election of the following faculty members nominated by the Senate's Executive Committee:

***Faculty Senate Technology Committee:*** Norman Groner - Protection Management

***Student Tech Fee Committee:*** Patrick O'Hara - Public Management; Nicholas Petraco - Science.

***Honors Program Advisory Committee:*** Andrea Balis - History/ISP; Erica Burleigh - English

A Senator asked how members of committee are selected. President Kaplowitz explained that, as required by the Senate Constitution, the Executive Committee of the Faculty Senate proposes the names of faculty for the various committees. The Faculty Senate then has the option of approving or rejecting the faculty members recommended by the Senate's Executive Committee. A Senator expressed his concern that the membership of committees seems to be closed and exclusive. President Kaplowitz stated that in her opinion and experience, on the contrary, the process is deliberative and inclusive. She said that the Executive Committee considers the qualifications and quality of service of faculty members on other bodies when

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making recommendations. The selection of faculty members to represent the entire faculty on committees is a serious undertaking. In addition, some committees require tenured faculty given the nature of the work and decisions they must do. The Senator said he appreciates the explanation and now has a better understanding and realizes his impression was incorrect.

**5. Proposals for a Community Period: Invited Guest: VP Richard Saulnier [Attachment B]**

In December 2007, the Faculty Senate suggested that there be a meeting time when no classes are scheduled, so that faculty and students can fully participate in the activities of the College. There had been a community period (now called 6<sup>th</sup> period) for several decades, until the lack of sufficient classrooms as a result of the College's tremendous growth in student enrollment necessitated the scheduling of increasingly more and more classes during 6<sup>th</sup> period. A task force was appointed by President Travis to consider this issue and was convened in Fall 2008, chaired by VP Richard Saulnier. Among the members of the Task Force were Karen Kaplowitz and Tom Litwack from the Faculty Senate. Attachment B shows the various proposals developed by the Task Force in 2008. Then the issue was dropped until now, when President Travis raised it and decided we need to have a community period at John Jay.

President Kaplowitz said that President Travis has informed her that he has decided that there shall be a community period and has ascertained from the Legal Office at 80<sup>th</sup> Street that even though changes to the class schedule at John Jay have heretofore gone through governance, it is not necessary for future class schedule changes to do so, that the President of the College may make such changes administratively and unilaterally. President Travis told President Kaplowitz that he plans to consult widely and is particularly interested in the ideas, suggestions, and preferences of the Faculty Senate. He told her he has two requirements, however: that the community period take place every day, Mondays through Fridays, and that it be scheduled at the same time each day. President Travis also told her that the decision about the community period must be made by December 1 so that registration for the Fall 2011 semester can take place using the new class schedule so that when the new building opens we will have the community period in place. Vice President Saulnier was thanked for accepting the Senate's invitation to discuss this.

Asked how classroom space will affect the decision to include a community period, VP Saulnier explained that classroom space is not an issue because we will start classes earlier in the day and/or end them later in the day. It was suggested by several Senators that the College should survey students, particularly evening students, before making a decision and that no decision should be made without assessing how this will affect our students, especially those who register for our evening classes. It was also suggested that faculty be surveyed. VP Saulnier reported that the Student Council is in favor of having a community period.

A Senator stated that student clubs and organizations are now constrained because of the lack of a community period. VP Saulnier referenced literature about student life on campus and how important it is to their experience. He also referenced recent surveys that show John Jay

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students to be only half as engaged in College activities as other CUNY students and only a quarter as engaged as the students in our non-CUNY peer institutions. President Kaplowitz reported that our new Associate Provost, James Llana, recently spoke to her about his surprise that we do not have a community period, not knowing that this is now being considered; he told her that at SUNY Old Westbury, where he was a dean for several decades, there had been no community period and everyone had been skeptical about its efficacy. But then one was established and Dr. Llana said it dramatically changed the entire campus life for the better and that students became truly engaged. He told her that the only two complaints were that the time was too brief, being one hour, and that it should not have been scheduled at the lunch hour. When one Senator questioned whether the students at Old Westbury travel and work as many hours as John Jay students, a Senator who taught at Old Westbury said that they absolutely do.

A Senator asked whether retention of graduate students would be affected by changing the schedule to include a community hour and noted that the proposed timing of the community period would not permit faculty teaching graduate courses to participate in that communal period. VP Saulnier said the community period is designed to improve student engagement of undergraduate students only. President Kaplowitz said that either this is a community period or it is not; it can't be called such if it excludes graduate faculty.

A Senator asked what happens if this community period does not increase student participation and what would happen if we had all these students with free time. VP Saulnier stated that it is true that we could end up with unused space and with nothing going on but we can't know if that will happen without trying it. He also said there is no point surveying students about something they have never experienced. A Senator asked how we would evaluate this once it is implemented and how we could undo it if it does not work. President Kaplowitz suggested that we could look at how much space is booked during community period. She said one problem now is that there are no rooms available for clubs to schedule activities. She said if the community period is a failure, it can be changed by a decision of the President and can be undone in one semester. VP Saulnier agreed.

President Kaplowitz said she is concerned how organizations such as the Faculty Senate and College Council could conduct business should the community hour exist for only one hour. We now have an hour and forty-five minute for meetings, as long as faculty do not teach during the 6<sup>th</sup> period. Senators suggested that members of the Senate and College Council would have to agree to not teach during the period after community period so that these important bodies would have sufficient time for their meetings. A question was raised about the difficulty caused by the timing of elections to these bodies and the setting of faculty schedules. It was suggested that departments theoretically could pre-choose their representatives and then reaffirm their election at the May departmental meetings; in this way those pre-chosen could be guaranteed teaching schedules that make full participation possible. A Senator spoke about his experience not being able to participate in some committee meetings because he teaches during the 6<sup>th</sup> period and said this would solve that situation.

VP Saulnier suggested that our community does not have a culture of participation. A Senator said that changing the schedule is not enough; we would have to also change how student involvement functions at the College. VP Saulnier agreed.

Several Senators said the proposed times for a community period are too late if the purpose is to engage students in the life of the College. If the community period is at 3 or 3:30 pm, most students will have finished all their classes and will have left the campus. It was suggested that if we have a community period it would have to be earlier in the day.

**6. Review of the agenda of the October 14 College Council meeting [Attachment C]**

The agenda items are a proposal for a new graduate program, a joint MA/JD, in Psychology and Law as well as a proposal from the Faculty Senate on revising the Honorary Degree Policy so that tenured assistant professors may also serve on the Committee on Honorary Degrees if elected. Also, as an information item, is a document about the College's process for developing its new Master Plan and the membership of the Master Plan committee [Attachment C]

**7. Draft Forgiveness Policy: continuation of discussion [Attachment D & D2]**

**8. Draft Double Majors Policy [Attachment E]**

**9. Review of Space Planning in Preparation for the Phase II Opening: Professor Ned Benton**

See Agenda Item #1: Adoption of the agenda.

The meeting was adjourned at 5 pm.

# ATTACHMENT A

## Announcements

### **Personnel Process Workshop**

Professors Harold Sullivan (Chair, Council of Chairs) and Karen Kaplowitz (President, Faculty Senate) will give their second session of the Personnel Process Workshop – What it Takes to be Reappointed, Tenured, and Promoted – on Thursday, November 11, at 3:30, in Room 630T. The first session was on September 22. All faculty members are invited.

### **Town Meetings Scheduled**

Two Town Meetings are scheduled for the Fall semester: Monday, November 8, at 4:30 PM and Tuesday, December 7, at 3:30 PM. Both are in Room 630T. At these town meetings, the President of the College, the President of the Student Council and the President of the Faculty Senate make opening and closing statements and respond to questions and comments from members of the John Jay students, faculty, and staff. All are invited.

### **Middle States Reaccreditation**

John Jay is scheduled for its re-accreditation process by Middle States, a process that takes place every 10 years for every accredited college and university. The College's self-study begins later this semester. The site visit by the Middle States Accrediting Team will be in 2013.

### **Upcoming events**

Undergraduate Dean's List Dinner: Wednesday, October 13, at 5 pm, 4<sup>th</sup> floor gym

Graduate Dean's List Dinner: Thursday, October 28, at 6 pm, 4<sup>th</sup> floor gym

JJ Gala Dinner: Thursday, October 21, at 6 pm, 4<sup>th</sup> floor gym

President's State of the College Address: Wednesday, December 1, at 3:30 pm, Theater

President's Holiday Party: Monday, December 13, at 5 pm, on the 6<sup>th</sup> floor of T Building

PSC Holiday Party: Thursday, December 9, from 3:30-6:00 pm

### **CUNY Proficiency Exam (CPE) expected to be discontinued**

On October 7, Executive Vice Chancellor Lexa Logue issued a statement to the College Presidents and others that she will be recommending to the Board of Trustees in November that the CUNY Proficiency Exam (CPE) be discontinued, because of reasons of cost and because the exam results cannot be compared with any one colleges or universities because CUNY is the only institution of higher education to give the CPE, which it created. She reported that if the Board does, in fact, discontinue the CPE, the University will consider what, if any, exam to recommend in its place. Students scheduled to take the CPE this semester will still be required to do so.

### **New Federal Law on Textbooks**

A new Federal law requires students to be given full information about all the textbooks to be used in every college course, including the ISBN number, in advance of registration, so that students can decide on which classes to take with that information in mind, and also to give students the chance to find the least expensive copies. CUNY is adopting an electronic system which it will announce soon whereby this information will be gathered and made public.

Current Schedule

Period	Begin	End
1 <sup>st</sup>	8:15 AM	9:30 AM
2 <sup>nd</sup>	9:40 AM	10:55 AM
3 <sup>rd</sup>	11:05 AM	12:20 PM
4 <sup>th</sup>	12:30 PM	1:45 PM
5 <sup>th</sup>	1:55 PM	3:10 PM
6 <sup>th</sup>	3:35 PM	4:50 PM
7 <sup>th</sup>	5:00 PM	6:15 PM
8 <sup>th</sup>	6:25 PM	7:40 PM
9 <sup>th</sup>	7:50 PM	9:05 PM

Proposal 1 - Same Schedule All Days - Begin at 8:00 AM

Period	Monday	Tuesday	Wednesday	Thursday	Friday
1 <sup>st</sup>	8:00 AM	8:00 AM	8:00 AM	8:00 AM	8:00 AM
2 <sup>nd</sup>	9:25 AM	9:25 AM	9:25 AM	9:25 AM	9:25 AM
3 <sup>rd</sup>	10:50 AM	10:50 AM	10:50 AM	10:50 AM	10:50 AM
4 <sup>th</sup>	12:15 PM	12:15 PM	12:15 PM	12:15 PM	12:15 PM
5 <sup>th</sup>	1:40 PM	1:40 PM	1:40 PM	1:40 PM	1:40 PM
6 <sup>th</sup>	4:05 PM	4:05 PM	4:05 PM	4:05 PM	4:05 PM
7 <sup>th</sup>	5:30 PM	5:30 PM	5:30 PM	5:30 PM	5:30 PM
8 <sup>th</sup>	6:55 PM	6:55 PM	6:55 PM	6:55 PM	6:55 PM
9 <sup>th</sup>	8:15 PM	8:15 PM	8:15 PM	8:15 PM	8:15 PM

Currently, each five days a week for an hour and 30 minutes beginning at 8:15 AM. The 7<sup>th</sup> period would begin at 5:30 PM. Classes begin at 6:00 AM five days a week.

Proposal 1A - Later start time for 6th period

Period	Monday	Tuesday	Wednesday	Thursday	Friday
1 <sup>st</sup>	8:00 AM	8:00 AM	8:00 AM	8:00 AM	8:00 AM
2 <sup>nd</sup>	9:25 AM	9:25 AM	9:25 AM	9:25 AM	9:25 AM
3 <sup>rd</sup>	10:50 AM	10:50 AM	10:50 AM	10:50 AM	10:50 AM
4 <sup>th</sup>	12:15 PM	12:15 PM	12:15 PM	12:15 PM	12:15 PM
5 <sup>th</sup>	1:40 PM	1:40 PM	1:40 PM	1:40 PM	1:40 PM
6 <sup>th</sup>	4:15 PM	4:15 PM	4:15 PM	4:15 PM	4:15 PM
7 <sup>th</sup>	5:40 PM	5:40 PM	5:40 PM	5:40 PM	5:40 PM
8 <sup>th</sup>	7:05 PM	7:05 PM	7:05 PM	7:05 PM	7:05 PM
9 <sup>th</sup>	8:25 PM	8:25 PM	8:25 PM	8:25 PM	8:25 PM

Currently, each five days a week for an hour and 30 minutes beginning at 8:15 AM. The 6<sup>th</sup> period would begin at 4:15 PM five days a week.

Proposal 2 Alternate day schedule

Period	Monday	Tuesday	Wednesday	Thursday	Friday
1 <sup>st</sup>	8:15 AM	8:00 AM	8:15 AM	8:00 AM	8:15 AM
2 <sup>nd</sup>	9:40 AM	9:25 AM	9:40 AM	9:25 AM	9:40 AM
3 <sup>rd</sup>	11:05 AM	10:50 AM	11:05 AM	10:50 AM	11:05 AM
4 <sup>th</sup>	12:30 PM	12:15 PM	12:30 PM	12:15 PM	12:30 PM
5 <sup>th</sup>	1:55 PM	1:40 PM	1:55 PM	1:40 PM	1:55 PM
Free time	3:10-3:45 PM	3:05-3:40 PM	3:10-3:45 PM	3:05-3:40 PM	3:10-3:45 PM
6 <sup>th</sup>	3:35 PM	4:05 PM	3:35 PM	4:05 PM	3:35 PM
7 <sup>th</sup>	5:00 PM	5:30 PM	5:00 PM	5:30 PM	5:00 PM
8 <sup>th</sup>	6:25 PM	6:55 PM	6:25 PM	6:55 PM	6:25 PM
9 <sup>th</sup>	7:50 PM	8:15 PM	7:50 PM	8:15 PM	7:50 PM

Community hour two days a week (Tuesday/Thursday) for an hour and 10 minutes. Classes would have two schedules. 7th and 8th would alternate with 5:00 PM and 5:30 PM. Community hour 8:00-8:40 AM two days a week.

Proposal 3 Change Start Time of 6th Period five days a week

Period	Monday	Tuesday	Wednesday	Thursday	Friday
8:15 AM	8:15 AM	8:15 AM	8:15 AM	8:15 AM	8:15 AM
9:40 AM	9:40 AM	9:40 AM	9:40 AM	9:40 AM	9:40 AM
11:05 AM	11:05 AM	11:05 AM	11:05 AM	11:05 AM	11:05 AM
12:30 PM	12:30 PM	12:30 PM	12:30 PM	12:30 PM	12:30 PM
1:55 PM	1:55 PM	1:55 PM	1:55 PM	1:55 PM	1:55 PM
4:20 PM	4:20 PM	4:20 PM	4:20 PM	4:20 PM	4:20 PM
5:45 PM	5:45 PM	5:45 PM	5:45 PM	5:45 PM	5:45 PM
7:10 PM	7:10 PM	7:10 PM	7:10 PM	7:10 PM	7:10 PM
8:35 PM	8:35 PM	8:35 PM	8:35 PM	8:35 PM	8:35 PM



Proposal 3A Alternate start time for 6th period

Period	Monday	Tuesday	Wednesday	Thursday	Friday
1 <sup>st</sup>	8:15 AM	8:15 AM	8:15 AM	8:15 AM	8:15 AM
2 <sup>nd</sup>	9:40 AM	9:40 AM	9:40 AM	9:40 AM	9:40 AM
3 <sup>rd</sup>	11:05 AM	11:05 AM	11:05 AM	11:05 AM	11:05 AM
4 <sup>th</sup>	12:30 PM	12:30 PM	12:30 PM	12:30 PM	12:30 PM
5 <sup>th</sup>	1:55 PM	1:55 PM	1:55 PM	1:55 PM	1:55 PM
6 <sup>th</sup>	3:35 PM	4:20 PM	3:35 PM	4:20 PM	3:35 PM
7 <sup>th</sup>	5:00 PM	5:45 PM	5:00 PM	5:45 PM	5:00 PM
8 <sup>th</sup>	6:25 PM	7:10 PM	6:25 PM	7:10 PM	6:25 PM
9 <sup>th</sup>	7:50 PM	8:35 PM	7:50 PM	8:35 PM	7:50 PM



Proposal 4 - Classes are not scheduled 5th Period on Thursday

Period	Begin	Monday	Tuesday	Wednesday	Thursday	Friday
1 <sup>st</sup>	8:15 AM	8:15 AM	8:15 AM	8:15 AM	8:15 AM	8:15 AM
2 <sup>nd</sup>	9:40 AM	9:40 AM	9:40 AM	9:40 AM	9:40 AM	9:40 AM
3 <sup>rd</sup>	11:05 AM	11:05 AM	11:05 AM	11:05 AM	11:05 AM	11:05 AM
4 <sup>th</sup>	12:30 PM	12:30 PM	12:30 PM	12:30 PM	12:30 PM	12:30 PM
5 <sup>th</sup>	1:55 PM	1:55 PM	1:55 PM	1:55 PM	Free time	1:55 AM
Free time	Free time	Free time	Free time	Free time	Free time	Free time
6 <sup>th</sup>	3:35 PM	3:35 PM	3:35 PM	3:35 PM	3:35 PM	3:35 PM
7 <sup>th</sup>	5:00 PM	5:00 PM	5:00 PM	5:00 PM	5:00 PM	5:00 PM
8 <sup>th</sup>	6:25 PM	6:25 PM	6:25 PM	6:25 PM	6:25 PM	6:25 PM
9 <sup>th</sup>	7:50 PM	7:50 PM	7:50 PM	7:50 PM	7:50 PM	7:50 PM

There would be no change in the current class periods. Classes would continue to meet as currently scheduled. No classes would be scheduled during what is currently Thursday 5th period. Community hour Thursday is an hour and forty minutes.



## ATTACHMENT C

### John Jay College Master Plan

The new Master Plan will guide the course of the College through academic year 2015 and beyond. It will set the College's priorities, determine how we will meet our goals, and, importantly, establish how we will measure our progress. Furthermore, a Master Plan is required by the Middle States Commission on Higher Education, a unit of the Middle States Association of Colleges and Schools that accredits degree-granting colleges and universities in the Middle States region.

Because all members of the College community will be guided by the goals set forth in the Master Plan, it was only appropriate that the entire community have a voice in creating the Plan. Therefore, the master planning process was designed to be inclusive and expansive, welcoming voices and view points from all quarters of the College itself, but also from our friends in the larger community who care as passionately about the welfare of John Jay as those who work and study here every day.

A number of intake tools (online surveys, Idea Walls, Town Halls and other meetings, etc.) were used to gather the ideas and opinions from as many members of the community as possible. To synthesize, analyze, and review the data and ideas submitted by the College community, via those various master planning intake tools, President Travis created and appointed members to The Master Plan Advisory Council (MPAC). Ultimately MPAC, working with other members of the College community, used this information to create the first draft proposal of the Master Plan.

The size and composition of MPAC itself were designed to ensure that voices and opinions from all sectors of the College community would be included in the master planning process. Membership included undergraduate and graduate students, faculty, both HEO and civil service representation, all ten members of the College Council's Strategic Planning Subcommittee, as well as representatives from the alumni, John Jay Foundation Board, public agencies, and our local elected official. The Office of Institutional Research provided technical expertise, and the MPAC was be staffed by the Office of the President, with additional support from the Office of the Provost.

### Master Plan Calendar of Events and Activities

#### December 2009

#### 12/17/09 Master Plan Advisory Council (MPAC) Meeting I

President Travis convenes the first meeting of this group of 34 members of the College Community, including students, faculty, alumni, public agencies, John Jay foundation board chair, and all members of the Strategic Planning Subcommittee of the College Council

#### January 2010

1/27/10

## Master Planning Kickoff: Learning Presentations / Workshop for Faculty

### February 2010

- 2/5/10 The consulting firm, Keeling and Associates (K&A) meet with the Office of Academic Affairs
- 2/11/10 All Staff Meeting – (Canceled due to inclement weather)
- 2/16/10 President Travis discusses the Master Planning process with the Executive Staff
- 2/18/10 MPAC Meeting II
- 2/19/10 President Travis appoints Drafting Groups for each domain of excellence
- 2/23/10 Online surveys are launched and will be available for two weeks
- 2/24/10 Drafting Groups begin to meet

### March 2010

- 3/9/10 Online surveys are closed
- 3/10/10 Drafting Groups 1 and 2 complete the 1st iteration of ideas for high level goals in the areas of Student Success and Teaching, which will be presented to MPAC for discussion
- 3/11/10 K&A meet with the Faculty Senate
- 3/17/10 MPAC Meeting III
- 3/18/10 Idea Wall I, 8:00am to 6:30pm, Haaren Hall Lobby
- 3/18/10 All Staff Meeting, 10:00am to 12:00 noon, GWL Theater
- 3/18/10 Adjunct Faculty Meeting, 1:30pm to 3:00 pm, GWL Theater
- 3/18/10 Community Forum I, 3:30pm to 5:30pm, GWL Theater
- 3/24/10 Idea Wall II, 12:00 noon to 9:00pm, North Hall Lobby

### April 2010

- 4/7/10 Drafting Groups 3, 4, and 5 submit the 1st iteration of ideas for high level goals in the areas of Research and Scholarship, Strategic Partnerships, and Institutional Effectiveness, which will be presented to MPAC for discussion
- 4/14/10 MPAC Meeting IV
- 4/28/10 MPAC Meeting V

### May 2010

- 5/15/10 K&A submits first complete draft to the President
- 5/26/10 MPAC Meeting VI

## June 2010

6/23/10 Final Draft of the Master Plan is posted online for a 3-month Comment Period

## September 2010

9/23/10 3-month Comment Period Ends

9/29/10 MPAC Meeting VII to make final changes to the Master Plan, incorporating comments received during the 3-month Comment Period

## October 2010

10/5/10 The Master Plan is presented to the Executive Committee of the College Council

10/14/10 The College Council votes on the Master Plan

## Master Plan Advisory Council Membership

<b>Name</b>	<b>Affiliation</b>
Jeremy Travis	MPAC Chairman
Daniel Baez	Civil Service Representative
Ned Benton	College Council Strategic Planning Subcommittee
Jane Bowers	College Council Strategic Planning Subcommittee
Gale Brewer	Community Representative
Dara Byrne	Non-statutory Faculty Representative
Teri Coaxum	Alumni Representative
Jannette Domingo	Administration
Berenecea Johnson Eanes	Administration
Christelle Essaga	Undergraduate Student Representative (2009 – 2010)
Muhammad Usman Faridi	Alumni Representative
Jay Hamilton	College Council Strategic Planning Subcommittee
Vivien Hoexter	Administration
Clement James	Graduate Student Representative
Karen Kaplowitz	College Council Strategic Planning Subcommittee
Richard Koehler	Alumni Representative
Jules Kroll	John Jay Foundation Board Representative
Thomas Kucharski	College Council Strategic Planning Subcommittee
Silvia Montalban	HEO Representative
Sandra Palleja	HEO Representative
Allison Pease	Non-statutory Faculty Representative
Robert Pignatello	College Council Strategic Planning Subcommittee

Judy Pincus	Agency Representative (Department of Juvenile Justice)
Carina Quintian	College Council Strategic Planning Subcommittee
Ben Rohdin	HEO Representative
Kim Royster	Agency Representative (New York City Police Department)
Richard Saulnier	Administration
Francis X. Sheehan	College Council Strategic Planning Subcommittee
Mr. Klodian Simoni	College Council Strategic Planning Subcommittee
Harold Sullivan	College Council Strategic Planning Subcommittee
Karen Terry	Non-statutory Faculty Representative
Fritz Umbach	Non-statutory Faculty Representative
Lisa Marie Williams	Undergraduate Student Representative (2009 – 2010)

**Institutional Research**

Gail Hauss  
Virginia Moreno

**Staff**

Reggie Grayson  
Kevin Nesbitt

**Students Nominated in fall 2010 to Replace Outgoing Student Representatives**

John Cusick	Undergraduate Student Representative
Caroline- Dillfino Miligan	Alternate
Usman Kharal	Undergraduate Student Representative
Anna Maria Singh	College Council Strategic Planning Subcommittee

**The Five Goals of the Master Plan**

**The Master Plan has five domains of success, and each domain has a goal.**

<u>Domain</u>	<u>Goal</u>
Student Success	Establish an institutional culture that fosters intellectual and personal transformation in order that students achieve their academic and professional goals.
Teaching	Make lifelong learning possible through effective pedagogy.
Research and Scholarship	Foster and sustain excellence in research, scholarship, and creative work.
Strategic Partnerships	Forge relationships and partnerships that enhance student success, support faculty excellence, and advance the College's capacity to promote the public good.

**Institutional Effectiveness** Advance systematic, continuous processes of self-study that foster reflection, improvement, and accountability in support of the College's mission and goals.

**What's Next?**

- Master Rollout to the Community – Monday, October 25
  - Release and Distribution of the Plan at 3:30 in Room 630T
  - Distribution to all fulltime Faculty and others outside the College
  - Electronic Version will be available for viewing and download online
  - Promotional Items will be distributed to Students, Faculty and Staff
  
- Student Success will be the predominant focus in FY 2010 – 2011
  
- The Vice Presidents are developing strategic initiatives under each of the 5 goals
  
- The College will release an Annual Report Card charting progress toward the meeting the goals of the Master Plan

## ATTACHMENT D

### **Agenda Item #8: Proposed Forgiveness Policy: Faculty Senate Executive Committee**

#### **Background:**

There is a significant number of students at John Jay who have difficulty adjusting to college during their first year or so at the College. Many of these students are dismissed from the College due to poor academic performance. These students often then go to a community college to improve their skills and to get more experience at the college level. Many then have successful community college records and want to return to John Jay College, which in many cases is their college of first choice. Sadly, we then advise these students to go elsewhere for their baccalaureate degree because their prior academic record at John Jay College makes it too difficult for them to succeed academically at John Jay. This is because the grades they earned at John Jay, before transferring elsewhere, are calculated in their GPA when they return to John Jay, although the grades they received at the community college do not. (Transfer credit grades are not calculated in a student's GPA when they transfer to our College.)

This means that if the student left John Jay with, for example, a 1.30 GPA and earned 30 credits at a community college with, for example, a 3.50 GPA, when s/he returns to John Jay the student begins her/his studies anew with a 1.30 GPA. The result of this is that the student restarts at John Jay on academic probation and rarely can move out of academic probation.

The inauguration of the Justice Academy Program at the CUNY community colleges – our former six associate degree programs – makes this issue an especially important and immediate one. The CUNY community colleges want our students in their Justice Academy Programs but we do not permit our students to enter these programs because of the situation described above. This requires the CUNY Justice Academy Programs to reject our students when they want to transfer to our partner CUNY community colleges schools to rebuild their academic records.

In acknowledging the fact that our former students are especially attracted to the CUNY Justice Academy Program and that they are, for all practical purposes, prevented from returning to John Jay College after completing their associate degrees anywhere, the following proposal is offered.

#### **Proposal:**

Students who leave John Jay College either on academic probation or as the result of an academic dismissal who then transfer to a community college within CUNY or outside CUNY, as long as we have articulation agreements with the programs at the community colleges the

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students are transferring to, and complete at least 30 credits, earn a GPA of at least 2.50, and receive an Associate Degree will have the grades of their prior course work at John Jay College treated as if they were transfer credit just as is the course work that is being transferred from the community college. These students would, therefore, begin their second career at John Jay College with a clear GPA slate, that is, with a GPA of 0.00.

**Explanation:**

This proposal allows our College to give our former students a second chance after they have demonstrated the ability to succeed academically. The proposal also relieves our partner CUNY community colleges from the difficult policing function of preventing our students from enrolling in the Justice Academy Programs.

All other students who wish to transfer to John Jay from a community college may do so with an Associate Degree after having earned a 2.00 GPA; we are proposing the requirement of a 2.50 GPA as part of this Forgiveness Policy to better ensure that such former students of ours can now succeed at John Jay when they return to our College.

## ATTACHMENT D2

### Agenda Item #7: Draft Forgiveness Policy: Q&A

The following questions were raised during the Senate's discussion of the draft Forgiveness Policy [for the text of this draft Forgiveness Policy, see Attachment D2]. The answers from Anne Lopes, Dean for Undergraduate Affairs; Richard Saulnier, VP for Enrollment Management; Joan Antonicelli, Registrar; and Cheuk Lee, Associate Registrar; and various follow up questions from Karen Kaplowitz follow each question and are in bold. These comments and questions in bold were in a series of many emails over many days; they've been grouped and organized so that they have a coherence and provide the requested information:

#1. How would the proposed policy be fair to students who really work hard and really, really struggle and maintain, for ex, a 2.2 GPA, and stay at JJ, are therefore are not dismissed for academic reasons, and therefore do not have any of their grades wiped out? The question is: would we be advantaging students who fail and must leave over those who succeed. **Anne Lopes: It is not a question of fairness; they are two different issues. The students who go to the community colleges failed. They did not simply do poorly. Nonetheless, they picked themselves up from failure to try again. This demonstrates unusual resolve. For me, it is apples and oranges. Richard Saulnier: I agree with Anne Lopes.**

#2. How many students are we talking about? **Richard Saulnier: We dismiss about 600 students a semester. Probably half would qualify for this program. We have no way of knowing how many will use it until we try.**

#3. Should we put limits on the number of credits students can have forgiven? Can a student transfer with 45 credits to a community college and have all those 45 credits forgiven? Should that be limited? **Anne Lopes: No. The idea is that the GPA simply starts with a clean slate. Richard Saulnier: We have stipulated the number of credits to be completed at the community college with a specific GPA. There is a need for significant success at the CC.**

#4. What would the impact be on our retention? **Anne Lopes: Unknown. Could help. Richard Saulnier: Retention will probably not be impacted because the student would be away for at least a year. Graduation rates might be helped.**

#5. Would/could/should the policy apply to students who are not dropped for academic reasons, have a 2.1 GPA (for example), who decide to transfer to a community college and then earn a 2.5 and an associate degree? If not, why not? If so, isn't this unfair to those who don't transfer out? **Anne Lopes: See 1 above. Richard Saulnier: I agree.**

#6. What are our transfer policies: do students get credit for all courses they pass at JJ when they transfer to a community college, even courses for which they've received C-, D+, D, and D- grades? **Richard Saulnier: Yes, but remember they have a specific number of credits to complete at the CC with a specific GPA.**

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#7. What are the financial aid implications of such a forgiveness policy? *Anne Lopes*: I would say it depends on academic progress. *Richard Saulnier*: It does depend on academic program. The students would use some of their financial aid at the CC.

#8. Is the rule that the grades a student gets at a community college (or at another senior college) do not count when a student transfers to John Jay a John Jay rule or a CUNY rule? *Richard Saulnier*: I know SIMS allows us to enter the grades. I do not know whether anyone does it. *Joan Antonicelli*: We post grades for courses taken through e-permit for CUNY students only and the grades count in the cumulative GPA. We do not post transfer grades although we have discussed doing this for the sake of Degree Works. It is a College and not a CUNY policy whether or not transfer grades are posted. However, transfer grades, if they are posted, never count in the student's GPA. This makes sense because the grades were given at other institutions and may or may not be consistent with our grading practices. *Karen Kaplowitz*: So why not just propose a policy that when students transfer back to John Jay, their grades in courses taken at the community colleges – as long as we have an articulation agreement with that community college – count in their GPA? Wouldn't that be easier and fairer? *Richard Saulnier*: Huge, huge amount of work. We get 2,000 transfers a year right now. We are working on growing that population. In fairness, we would have to do it for all transfer students. Unique forgiveness policy is much more straight forward. *Karen Kaplowitz*: Joan Antonicelli, you wrote: "However, transfer grades, if they are posted, never count in the student's GPA. This makes sense because the grades were given at other institutions and may or may not be consistent with your grading practices." Is this CUNY policy? Or is it only JJ policy/practice? I agree it makes sense but the question that came up at the Senate is whether we have the option at John Jay to include transfer grades in the GPA? *Joan Antonicelli*: It is CUNY policy to count transfer grades only in cases of e-permit. Other than that, CUNY does not have policy regarding the matter. When I was at Brooklyn College, the only time transfer grades were taken into account was when computing honors at graduation. Brooklyn College posted the grades (for Degree Works purposes) but did not count them in the cumulative GPA.

#9. Wouldn't this policy mean that students who do really poorly, fail out, then transfer back with a clean slate, have an advantage over students who struggle and manage to be above a 2.0 gpa when it comes to awards, scholarships, etc, in cases where gpa is taken into account? *Anne Lopes*: I do not think the 2.0 gpa's are getting scholarships, awards, etc. If they manage it the second time...well that would be absolutely lovely. The intent of the policy is to support student success. It is not about punishment. *Richard Saulnier*: I agree. We already have a limit on the number of transfer credits students can have to qualify for awards. They must earn 52 credits at the College if they come in with an associate degree. None of their previous credits at the community college or John Jay College would count in this calculation. *Karen Kaplowitz*: But the point is: the student who comes back with a clean slate and is more experienced and more mature could more easily get a high GPA by the time s/he graduates than a student starting and continuing at John Jay for 120 credits. *Richard Saulnier*: Transfer students do that already. It is probably not the forgiveness policy which is flawed but the policy which treats our home grown students and transfer students the same for graduation awards. *Karen Kaplowitz*: We need then to add that to our Standards Committee agenda. This fact was complained about during Senate discussion. Can we say we will do that? *Anne Lopes*: OK with me. *Richard Saulnier*: I think it is about time we took a look at it.

#10. What are the forgiveness policies at the other CUNY colleges? *Joan Antonicelli: Cheuk Lee has a summary of other CUNY Colleges. I copied and pasted from his email to me: Q: Does your college have an Academic Forgiveness Policy for students who are academically dismissed and then get an Associate degree from CUNY or non-CUNY College?*

**Baruch College** = No. However, this matter is in discussion.

**Brooklyn College** = Absent

**City College** = No such thing.

**\*City Tech** = Yes. They have all sorts of forgiveness policy and even for specific majors.

**Hunter College** = No such thing.

**Lehman College** = Sort of. Students can file for readmission and then certain semester(s) can go before an academic standard & evaluation committee to remove grades.

**Queens College** = Absent

**\*CSI** = Sort of. It is called "Fresh Start" with KBCC. Dismissed students successfully complete courses (with or without degree) at KBCC. The grades completed at KBCC count upon returning to CSI. Overall GPA must reach a minimum of 2.0.

**York** = Sort of. Similar to Lehman College. Students can file for readmission and then certain semester(s) can go before an academic standard & evaluation committee to remove grades.

**Karen Kaplowitz: Can we get copies of the forgiveness policies that do exist at CUNY colleges?**

**Joan Antonicelli: I will ask Cheuk Lee if he could research the bulletins of those colleges that do have forgiveness policies:**

**City Tech's Forgiveness Clause:** Students who are readmitted to the college after an absence of at least ten years may have their cumulative GPA calculated without unsuccessful grades ("F," "WU," "WF") received ten years prior to readmission. Please note that the same rule designates that the College may choose not to count for degree purposes courses taken more than ten years earlier when these courses no longer represent the competencies currently required for the degree. This determination will be made by the registrar and the academic department.

**Medgar Evers College's Forgiveness Policy:** Students on probation from another institution who have not been academically dismissed may be admitted to Medgar Evers College under the following conditions: 1. less than a 1.5 GPA for 0 to 12.5 credits accumulated; or 2. less than a 1.75 GPA for 13 to 24.5 credits accumulated. He/she must follow the probationary requirements as indicated under the "Conditions for Retention and Academic Progress" section of this Catalog. Transfer students who have been academically dismissed from another institution, and who have not been enrolled in any college for two years or more prior to the semester of application, are eligible for admission under the "Two Year Forgiveness Policy." That is, they will enter as regular transfer students.

**BMCC:** <http://www.bmcc.cuny.edu/registrar/page.jsp?pid=1008&n=Forgiveness%20Policy>

**KBCC's Forgiveness Policy:** Students who have been out of Kingsborough for a period of five years or more and whose index was below 2.0, can be readmitted but on probation. Any prior failing grades would not be calculated in their grade point average to determine their standing, nor would they be factored into the analysis of eligibility for graduation. Prior passing grades will be taken into consideration when the student applies for graduation.

**QBCC's Forgiveness Policy:** Transfer students with a GPA of 2.00 may apply for admission, provided that they have been out of college for at least one semester, and are admitted on probation. After one semester of attendance, the records of these students are reviewed to identify student progress in meeting discretionary criteria set by the Committee.

## ATTACHMENT E

### Agenda Item #8: Draft Double Majors Policy

**Explanation:** The following policy has been proposed by the Academic Standards Subcommittee of the Undergraduate Curriculum & Academic Standards Committee (UCASC). UCASC discussed it at a meeting in September and will not be able to discuss it again until late in November. Since any policy about double majors will have to be voted on by the College Council, the Senate's Executive Committee believes it will be helpful for the process if the Senate comments and to asks questions early in this process. Dean Anne Lopes, chair of UCASC, agrees.

### Current Policy:

Currently John Jay students may not graduate with double majors. Students at the other CUNY senior colleges may. Now that the College has enhanced its offering of majors by introducing new majors in the liberal arts, it is appropriate to bring our degree granting practices in line with our revised institutional profile.

### Proposal:

This proposal is to establish the ability of undergraduate students to graduate with a double major. A student shall have completed a double major when the student meets the published requirements in full of two distinct baccalaureate majors at the College, such as Computer Information Systems and History. To graduate with a double major, a student shall (a) meet the course requirements for each of the two majors as they are described in the College *Undergraduate Bulletin* and (b) complete the total number of course hours and credits required for each of the two majors as presented in the *Undergraduate Bulletin*. No course shall be double counted for both majors; therefore, any course that fulfills the requirements for both majors shall be counted only once in the number of courses and credits required for each major. For example, if a student is pursuing two majors, each of which requires 32 credits, and the same course can be taken to meet course requirements of both majors, that course shall count toward the 32 credits of only one major and not toward the 32 credits of the other major; rather, the student shall complete an additional course permitted by the second major in order to meet the 32 credit requirement of that second major. If this condition pertains for more than one course, this provision shall apply to all such courses that could otherwise be applied to either major.

### Rationale:

Some students wish to pursue two majors. This proposal makes possible such courses of study.