

**Faculty Senate Minutes #554  
John Jay College of Criminal Justice**

**Tuesday, May 23, 2023**

**1:40 PM**

**Zoom**

**Present (32):** Chevy Alford, Maria Arndt, Madhura Bandyopadhyay, Tarun Banerjee, Elton Beckett, Ned Benton, Heath Brown, Jean Carmalt, Kate Cauley, Jennifer Dysart, Jonathan Epstein, Nina Rose Fischer, Jessica Gordon-Nembhard, Heath Grant, Maki Habermeld, Veronica Hendrick, Mohammad Islam, Karen Kaplowitz, Catherine Kemp, Edward Kennedy, Anru Lee, Joseph Maldonado, Mickey Melendez, Sofia Morote, Raymond Patton, Susan Pickman, Stephen Russell, Francis Sheehan, Gregory Sheppard, Marie Springer, Todd Stambaugh, Sung-Suk (Violet) Yu

**Absent (5):** Peter Diaczuk, Vicente Lecuna, Brian Montes, Charles Stone, Zhun Xu

**Invited Guests:** Professor Robert Till, Professor Adam Wandt

**AGENDA**

- 1. Adoption of the agenda**
- 2. Welcome and introduction of the 2023-24 Faculty Senate Members**
- 3. Approval of Minutes #553 of the May 5, 2023, meeting**
- 4. Reports**
- 5. Review of the Organization & Work of the Faculty Senate, Robert's Rules, Open Meetings Law, Senate Constitution, College Council, and the Perez v CUNY court ruling and OML**
- 6. Explanation of the Election Rules and Processes & Proposal to Amend the Faculty Senate Election Rules**
- 7. Election of the Faculty Senate Executive Committee: Nominations, Candidate speeches, and Casting of Secret Ballot Votes**
- 8. Additional elections**
- 9. Proposed Resolution on Transition to Brightspace**
- 10. Information: AY 23-24 Faculty Senate and College Council Meetings**
- 11. General Discussion of Senate and College issues for AY 2023-2024**
- 12. New Business**

**1. Adoption of agenda.** Approved.

**2. Welcome and introduction of the 2023-24 Faculty Senate Members.** Noted.

**3. Approval of Minutes #553 of the May 5, 2023, meeting.** Approved.

**4. Reports**

President Benton reported that at the last meeting of the College Council, the Senate's proposal to require a majority affirmative vote of all members (and vacancies) for items to pass was adopted. Because this was an amendment of the College Council Bylaws, the proposal had to receive an affirmative majority vote of the body as well as an affirmative vote of 2/3 of those voting. One important reason for this Senate proposal is that if only a majority of those present is needed to approve an item, at the subsequent meeting a majority of those present could reverse a decision and policies could, therefore, be in constant flux. President Mason voted in support of the Senate's proposal.

**5. Review of the Organization & Work of the Faculty Senate, Robert's Rules, Open Meetings Law, Senate Constitution, College Council, and the Perez v CUNY court ruling and OML**

President Benton explained that the Senate is the official voice of the John Jay faculty and is a deliberative and advisory body. Its Constitution requires that it follow Robert's Rules but it is not subject to the Open Meetings Law. But the College Council, the college's governance body, is which means no secret ballots are permitted and the way each person votes must be recorded. All 30 faculty members on the 50-member College Council are also on the Faculty Senate.

**6. Explanation of the Election Rules and Processes & Proposal to Amend the Faculty Senate Election Rules**

A copy of the Election Rules adopted by the Senate were reviewed and the need to amend them because the elections are taking place during a Zoom meeting was explained. A motion to amend the procedures by deleting the stricken text and by adding the underlined text was approved:

**Election of the Faculty Senate Executive Committee: procedures and rules**

Updated and circulated each year for approval prior to the election.

The Faculty Senate *Constitution* [see enclosed *Constitution*] requires that the Faculty Senate Executive Committee be elected by the Faculty Senate during the first meeting of the Senate in May after the at-large Senate representatives and the academic department representatives have been elected. This is because events often occur during the summer, including the allocation of the College's budget from the CUNY Central Administration, and an Executive Committee is necessary to represent the Faculty Senate – and the faculty of John Jay – during this period.

The following are the positions on the Executive Committee:

1. President
2. Vice President
3. Corresponding Secretary
4. Recording Secretary(ies)
5. Officer at Large\*
6. Officer at Large\*

All members of the Faculty Senate may be nominated and may self-nominate for all positions on the Executive Committee. The enclosed *Constitution* of the Faculty Senate provides information about the officers and their responsibilities. Also, please see *Attachment A* for the list of members of the Senate, all of whom are eligible for nomination and election. The term of office of all positions on the Executive Committee is one year.

The following are the election procedures of the Faculty Senate:

- A. During the election process for all officers, a neutral member of the Senate (i.e., not a current officer nor a candidate for office) shall conduct the election.
- B. Nominations and voting for each officer shall be completed before moving to the nominations and voting for the next officer.
- C. The President of the Senate shall be the first office filled. After nominations for President are made, there shall be a coin toss and the winner of the coin toss shall choose whether to speak first, second, third, etc. Each candidate for President shall have the opportunity to address the Senate for up to five (5) minutes. After all candidates for President have spoken, there shall be a question and answer period. The questions shall be asked in alternating order of each candidate: i.e., a question shall be asked of candidate #1, then a question (it need not be the same question) shall be asked of candidate #2, then a question shall be asked of candidate #3; then a next round of questions shall be asked of each of the candidates, and so forth. This shall continue for a maximum of 30 minutes. Again, the order shall be determined by the winner of a toss of a coin. Questions shall be limited to one (1) minute each and responses from the candidate to each question shall be limited to two (2) minutes each. After all candidates have spoken, the candidates shall have the opportunity to again address the Senate, this time to give a concluding statement of up to three (3) minutes; the order shall be the reverse of the order in which the opening speeches were given.
- D. After the election of the President is completed, the election for all other officers shall proceed in the following order: Vice President, Recording Secretary(ies), Corresponding Secretary, Officer at Large, Officer at Large.
- E. In each of the elections for officers other than President, each candidate shall have the opportunity to address the Senate for three (3) minutes (again, the order shall be determined by the winner of a toss of a coin wherein the winner of the coin toss shall decide whether to speak first, second, etc. In the election for Vice President, there shall be a question and answer period for a maximum of fifteen (15) minutes and shall follow the procedure for the question and answer period for the election for President. There shall be no question and answer period in the elections for any of the other positions.
- F. The following committee positions must also be filled:
  - 2 Faculty Senate Reps: Budget Planning Committee
  - 1 Faculty Senate Rep: Fiscal Planning Subcommittee
  - 2 Faculty Senate Reps: Strategic Planning Subcommittee
  - 2 Faculty Senate representatives to the Town Hall Planning Committee
  - 2 faculty members to the Interim College Council Executive Committee.For these positions, one (1) minute statements shall be allowed, but only if the assignment is contested
- G. With the exception of voting for President and Vice President where an election must be held for each position, voting on a slate of candidates is permitted for other positions and assignments for which there is only one candidate. For example, if there's only one candidate

for position #3, we can hold off the vote and have nominations for position #4. If there is more than one candidate for position #4, we can have a slate that includes both position #3 and for #4. And then we wait for the results before we open nominations for position #5.

H. Only members of the Faculty Senate shall be permitted to ask questions of candidates.

All voting shall be conducted by written, secret ballot, including on such occasions as when an election is uncontested. As for the two at-large officer positions: nominations will be opened for the first position and votes cast and the results announced; then nominations will be opened for the second position. This is the process for each position on the Executive Committee.

When the elections are conducted by electronic means, the Executive Committee shall invite nominations and self-nominations, to be submitted to any two members of the executive committee by midnight before the day of the election. The executive committee shall confirm that nominated members accept the nomination. Additional nominations may be made at the meeting. ~~For the positions of President and Vice President and for any office where the number of candidates exceeds the number of seats, a separate electronic ballot shall be created. For the remaining positions, a single slate ballot shall be created listing the offices and candidates, and members shall cast a single vote (for or against) or abstention for the slate.~~

To assist you in thinking about whom you might nominate or whom you might ask to nominate you, the list of this year's Senators is provided in *Attachment A*. You may also nominate yourself. Please email any members of the current Executive Committee if you have any questions.

\* The At-Large Officer positions are **not** restricted to Senators who have been elected as at-large representatives; all Senators, including department representatives, may run for and be elected to every position, including these two (2) positions.

## **7. Election of the Faculty Senate Executive Committee: Nominations, Candidate speeches, and Casting of Secret Ballot Votes**

Professor Adam Wandt conducted the elections, at the request of the Executive Committee. All elections were conducted by secret ballot using *Simply Voting*.

**President: Karen Kaplowitz** was nominated and elected.

**Vice President: Stephen (Steve) Russell** was nominated and elected.

**Recording Secretar(ies): Ned Benton and Francis Sheehan** were nominated and elected.

**Corresponding Secretary: Catherine (Cathy) Kemp** was nominated and elected.

**At-Large #1:** Heath Grant and Susan Pickman were nominated. **Heath Grant** was elected.

**At-Large #2:** Elton Beckett and Susan Pickman were nominated. **Elton Beckett** was elected.

## **8. Additional elections**

**The following Senators were elected to College Committees:**

**2 faculty members to serve on the Interim College Council Exec Committee:** Ned Benton and Heath Grant were elected. Karen Kaplowitz & Stephen Russell are statutory members.

**2 Faculty Senate Reps: Budget Planning Committee:** Ned Benton and Ray Patton were elected. Karen Kaplowitz and Stephen Russell are statutory members.

**1 Faculty Senate Reps: Fiscal Planning Subcommittee:** Ned Benton was elected. Karen Kaplowitz and Stephen Russell are statutory members.

**2 Faculty Senate Reps: Strategic Planning Subcommittee:** Heath Grant and Joseph Maldonado were elected. Karen Kaplowitz and Stephen Russell are statutory members.

**2 faculty Senate Reps: Town Hall Planning Committee:** Karen Kaplowitz and Stephen Russell

**Alternate Seat on the College Council:** Madhura Bandyopadhyay

## **9. Proposed Resolution on Transition to Brightspace**

The Senate adopted, by unanimous vote, a resolution regarding John Jay's transition from Blackboard to Brightspace; this transition is being mandated by CUNY and has to be implemented in time for the spring 2024 semester:

Faculty Senate Resolution: Transition to Brightspace  
Adopted May 23, 2023

In light of the impending transition from the University's current learning management system (LMS), Blackboard, to Brightspace, the new platform, the Faculty Senate wishes, first, to commend the outstanding and truly heroic efforts of college staff in supporting the academic mission of the college during the recent emergency transition to online learning, and, second, to recommend that the college make special provision in advance of this new challenge to support the work of college staff on the LMS transition.

In particular, the Faculty Senate would draw attention to the vital importance in a transition of this magnitude of the efficient assimilation of the new platform by the teaching faculty, and the role that faculty already working in a particular discipline can play in easing and indeed speeding this assimilation.

John Jay is a Group-1 transition campus in this process. By getting out ahead of the challenges facing any faculty confronting such a transition, the college can not only provide invaluable support to its technical staff as they work to carry out the transition as well as ease faculty assimilation to the new platform, but it can also serve as a model for other campuses in subsequent waves of transition.

### **Resolution**

The Faculty Senate recommends that resources allocated for the transition should be earmarked to retain one member of the existing instructional staff in each department or graduate program interested in participating (1) to learn the new platform as a teacher in that discipline and (2) to teach his/her/their colleagues the new platform in a way tailored to the particular discipline.

Remuneration may be disbursed, variously, in the form of reassigned time or salary, but should in any case be equivalent to one 3 credit hour course in a regular semester, preferably for two semesters running. Work-product should include successful mastery of the new platform, instruction for the department or program designee in the new platform, and near-term support of colleagues during the transition.

The meeting was adjourned at 3:25 PM.

Provided by  
Karen Kaplowitz