

FACULTY SENATE MINUTES #104

John Jay College of Criminal Justice

March 22, 1994

3:15 PM

Faculty Dining Room

Present (28): Yahya Affinnih, sandy Berger, Janice Bockmeyer, James Bowen, Orlanda Brugnola, Warren Burdine, Edward Davenport, Jane Davenport, Peter DeForest, Kojo Dei, P. J. Gibson, Elisabeth Gitter, Robert Grappone, Holly Hill, Karen Kaplowitx, Andrew Karmen, Gavin Lewis, Tom Litwack, Barry Luby, Peter Manuel, Jill Norgren, Bruce Pierce, Ronald Reisner, Vilma Santiago-Irixarry, Chris Suggs, Rafael Ventura-Rosa, Agnes Wieschenberg, Bessie Wright

Absent (10): Michael Blitz, Vincent Del Castillo, Robert DeLucia, Lou Guinta, Laurence Holder, Lee Jenkins, James Malone, Charles Reid, Peter Shenkin, Davidson Umeh

AGENDA

1. Announcements from the chair
2. Approval of Minutes #103 of the March 10 meeting
3. Report on the Board of Trustees March 14 Public Hearing
4. Analysis of Vice Chancellor Rothbard's response to questions raised by the Faculty Senate: Senator Litwack
5. Discussion of President Lynch's attempt to limit debate at the February 24 College Council meeting: Senator Litwack
6. Proposed resolution: Resolved, That a committee develop a report/resolution re: college administration's actions
7. Report from the Calendar Committee: Senator Wieschenberg
8. Prerequisite checking and timely submission of final grades
9. Election of a Senate representative to the Search Committee
10. Election of a Senate representative to the Planning Committee
11. Proposal to participate in CUNY's Voter Registration Drive
12. Proposal that the Senate invite President Lynch to the Senate
13. Discussion as to whether academic departments that do not offer a major should engage in internal/external review

1. Announcements from the chair [Attachment A]

The Senate was directed to written announcements [Attachment A].

Senator Gitter reported she has been asked to chair the Committee that will select the 1994 recipient of the "Outstanding

Teaching Award" and the Committee is soliciting nominations from individual faculty and students, from departments, from groups. Those who were nominated by their colleagues last year will be considered again by this year's committee: she suggested that anyone who made a nomination last year who wishes to confirm that the nomination is in the file should call or write to her. The other Committee members are Professors Lou Guinta, Zelma Henriques, James Malone, Jerry Markowitz, Maria Rodriguez, Senator Gitter said there are supposed to be two student members but does not know whether any students participated in the committee's work last year. Senator Ventura-Rosa, who had been faculty advisor to the Student Council last year, said that the previous year the president of the Student Council declined to nominate students to that Committee.

Senator Gitter also reported that after Mildred Shannon, who was dean of professional studies, died some of her friends at the College started a \$200 prize for graduating seniors who, like Dean Shannon, had an interruption in their education and then returned to resume their college studies. Because we have many students at John Jay who have followed the same course, it was thought fitting to give a prize to an outstanding student whose educational career matched that pattern. But the endowment is shrinking and the award can be given for only a few more years unless more contributions are received. So anyone who would like to contribute to the endowment should send a contribution to her or to Professor Carol Tricomi.

Senator Norgren noted that many senators were able to attend Senator P.J. Gibson's play last Thursday night and that on behalf of the Women's Studies Committee and on behalf of the faculty she would like to thank Senator Gibson for an extraordinary original play and production, both of which the playwright was responsible for. The T Building Theater was filled: there was standing room only even in the balconies and there has been constant talk since then by those who attended as to what an extraordinary event it was. This is something that Senator Gibson did on her own, not as part of any obligation other than her love of the College and her concern about the subject matter. And so, Senator Norgren said, she wants to thank Senator Gibson. The Senate gave a long and sustained ovation to their colleague.

Senator Jane Davenport reported that a number of people have asked to be sent a second copy of the Phase II survey in response to the phonemail message. Asked whether additional comments can be sent by those who had earlier sent in their survey form, Senator Davenport said any such materials she receives will be attached to the signed envelopes, which have not yet been opened.

President Kaplowitz distributed copies of a resolution on private security forces on CUNY campuses which the Board of Trustees approved the previous day [Attachment B]. She noted that many faculty are advisors to clubs and since clubs at John Jay cannot operate without an advisor and since many clubs bring to the campus speakers who may traditionally travel with their own private security force, and faculty themselves may invite such speakers to their classes or to events they themselves organize, therefore, she thought that the faculty would want to know about this new policy of the Board [Attachment B].

It was noted that the deadline for nominations for the at-large positions on next year's Senate is today. The reason for the early date was explained: elections have to be completed

before the end of April so that at the April 28 Senate meeting, the Senate can elect representatives to the College Council from among next year's at-large representatives who wish to serve on the College Council. This Senate election must take place prior to May 1 because departmental elections are mandated during the first two weeks of May, according to the Charter, and departments must be informed by May 1 how many representatives to the College Council they have been allocated: this will be determined by the number of representatives the Senate elects because the number of faculty seats on the College Council is fixed at 28. Every department gets one seat but some may get a second seat, depending on departmental size, and the number of extra seats available for allocation.

2. Approval of Minutes #103 of the March 10 meeting

Upon a motion made and seconded, Minutes #103 of the March 10, 1994, meeting were approved.

3. Report on the Board of Trustees March 14 Public Hearing  
[Attachment C]

President Kaplowitz said that as charged by the Senate, she testified at the public hearing of the Board of Trustees on March 14. Professor Carol Groneman, chair of the Department of Thematic Studies, testified on behalf of the Council of Chairs at Professor Crozier's request. (Professor Crozier, chair of the Council of Chairs, was interviewing faculty to fill the lines allocated to the Department of English.)

She explained that because speakers are limited to three minutes of spoken testimony, she and Professor Groneman each read part of the letter that Professor Crozier and she wrote to the Board of Trustees [Attachment C]. (The same letter was sent by Professors Crozier and Kaplowitz to President Lynch and to Vice Chancellor for Academic Affairs Richard Freeland).

President Kaplowitz reported that she read paragraphs 1, 2, and 4 of the letter to the Board of Trustees and then read the Faculty Senate's resolution [see Faculty Senate Minutes #103]. She said when she finished, Trustee William Howard, who chaired the hearing and who is chair of the Board's Committee on Fiscal Affairs, seemed to be looking for more information: and so she added the following extemporaneous statement which she reconstructed from memory for the Senate: "What we are also saying is that John Jay needs more resources. We are asking that John Jay be funded in an equitable manner compared to other senior colleges. John Jay needs more lines, more funded lines, and we are asking to be funded equitably and adequately. We are asking for the resources to enable us to do justice by our students here in New York as well as to do justice by our students at the branch campus." Then Professor Groneman read paragraph three of the letter and then read the resolution of the Council of Chairs [see Minutes #103].

The next speaker to testify was President Lynch, who reported on the request by Middle States and by the Governor of Puerto Rico, and about John Jay's mission, and the desire of the people of Puerto Rico to have an educated police force. She reported

that Trustee Howard then told President Lynch he wanted to ask him a very, very difficult question. Trustee Howard said that according to the two previous speakers, (Professors Kaplowitz and Groneman), John Jay has 53 percent of its sections taught by adjuncts and in some disciplines 75 percent of course sections are taught by adjuncts: Trustee Howard asked President Lynch how that could be and whether he could explain how that could be true. President Lynch explained that we are supposed to have 7300 students but we have 9300 students and we do not have enough lines, although he noted that we did receive some lines this year and he thanked Vice Chancellor Freeland, who was at the hearing, for giving us those lines.

Then Trustee Howard turned to Vice Chancellor for Budget Richard Rothbard and said that he is certain that the Chancellor knows about John Jay's situation but that the Board members do not know about this. He added that the Board of Trustees had approved a Master Plan requiring that 70 percent of course sections be taught by full-time faculty. Then he told Vice Chancellor Rothbard that he wanted him to look into the situation and to report back about what can be done for John Jay in terms of improving John Jay's fiscal situation. (The Chancellor and Vice Chancellors are Staff to the Trustees.) Then Trustee Howard asked President Lynch if he would come back to the Board and tell the Board what John Jay needs in terms of resources.

President Lynch after saying he would, also said he was withdrawing the names of the John Jay speakers he had signed up to testify, presumably upon learning that she and Professor Groneman had signed up to speak. (People testify in the order in which they sign up: the fact that she and Professor Groneman spoke first means that the other speakers were signed up after the two had done so.) President Kaplowitz said that she had telephoned President Lynch to inform him that she and Professor Groneman were not planning to testify in opposition to the branch campus (since she knew he would know that they had signed up to testify) but President Lynch had not returned her call. And so a very large John Jay contingent was at the public hearing, presumably to counter what she and Professor Groneman were presumed to be testifying about on behalf of the Senate and the Council of Chairs. Among that contingent of approximately 20 people was Senator Berger, who confirmed President Kaplowitz's report of the hearing. Senator Berger said that the hearing turned out to be a very positive event.

And so no other John Jay person spoke. Two other people, both officials of Puerto Rico, did speak in support of the branch campus: Professor Miguel Riestra and Associate Superintendent of Police Jose Figueroa, both of whom had met with the Faculty Senate on February 23 [see Minutes #102].

President Kaplowitz said that after the public hearing she and Professor Groneman were greeted by the John Jay contingent who praised them for possibly getting John Jay the funds and lines we need. She said that her response was that the position of the Senate and of the Chairs is that if the Board of Trustees wants to approve a program it has an obligation to fund the College properly in order for the College to be able to carry out all its programs and that this appeared to be a good opportunity to make John Jay's case to the Board.

She added that the timing of the hearing and of Trustee Howard's interest in John Jay's funding is very propitious, in

light of Vice Chancellor Rothbard's letter to the Faculty Senate which is the next agenda item.

She then reported that the previous day the Board of Trustees held its March meeting and that Trustee Howard said he is looking forward to John Jay faculty doing research in Puerto Rico about how the police of Puerto Rico are dealing with crimes relating to drugs, and Trustee Herman Badillo responded by saying that he is the head of Mayor Guliani's transition team on police and can say that the New York Police Department is looking at John Jay's branch campus in Puerto Rico as a model for the NYPD. The branch campus was approved by unanimous vote of the Board and John Jay will begin offering courses on April 18.

Senator Karmen said he would like to raise a question about one of the items in the "Announcements from the chair" [Attachment A]: the item states that some of our faculty will start teaching at the branch campus on April 18 and will somehow abandon their classes here. He said this is a classic example of how the students here might suffer because of our commitment to the program in Puerto Rico.

President Kaplowits said that the Provost had called a meeting for March 16 for chairs of departments participating in the branch campus. The previous day the Council of Chairs agreed that the March 16 meeting would be an appropriate time to have a first meeting of the Branch Campus Oversight Committee and they voted unanimously to have the President of the Senate included at the meeting and conveyed this to the Provost. She reported that at the meeting several chairs expressed dismay because the program begins April 18 which is four weeks before our semester ends here and so to send either our adjuncts or our full-time faculty to the branch campus means we are taking faculty away from their classes here. At that meeting, the Chair of the Law and Police Science Department suggested that during those four weeks the courses at the branch campus should be given on a Thursday and a Friday or on a Friday and a Saturday so that our faculty could fly there and back each week for four weeks and concurrently teach the last four weeks of our semester and the first four weeks of the branch campus semester. He was told that that was not possible because the branch campus classes had to be Mondays through Thursdays. But, she said, she spoke to the Chair of the Department of Law and Police Science that morning and he said he has been able to arrange his faculty to do what he had proposed: during those four weeks they are to fly to Puerto Rico on Thursday, teach Thursday afternoon and Friday, supervise over the weekend, and return Sunday night.

Senator Norgren suggested that this may be a violation of the union contract. It was agreed that this would be looked into to.

President Kaplowits said she does not know of any other department that is planning that approach. She said the full-time person who will be supervising the English as a foreign language course is Dean Norma Brady. Since Dean Brady does not teach, she will not be missing classes here, but an acting Dean of SEEK (and chair of the SEEK Department) will have to be appointed.

She asked the representative of the Art, Music, and Philosophy Department whether anyone from John Jay is going to be in Puerto Rico beginning April 18 to supervise the Philosophy course and Senator Manuel replied that no one is going to Puerto Rico from his department and, furthermore, the curriculum vitae of

the applicants from Puerto Rico have just been reviewed and there is only one person in Puerto Rico who has applied to teach any of the several sections of Philosophy.

The representative from the Government Department was asked to report: Senator Bockmeyer reported that two faculty (one adjunct and one who is currently teaching on a full-time substitute line) from the Department of Public Management are going to Puerto Rico, one to supervise the Public Management 240 course and the other to supervise the Government 101 course. The two will each miss two weeks of classes here and two weeks there: each is covering the other's classes here for two weeks and in Puerto Rico for two weeks.

Senator Wieschenberg reported that the Mathematics Department has adjunct faculty who are currently teaching here who will be going to the branch campus to begin the April 18 semester there.

Senator Luby said that this is really outrageous. He said the administration talks about the culture of teaching, an outstanding teaching award is given, the Senate presents Better Teaching Seminars, and yet we are depriving students of their teachers during the crucial last four weeks of the semester. He said there seem to be no rules or regulations at this College. He reported that all the members of his department, the Department of Foreign Languages and Literature, were asked if they would be willing to go to the branch campus April 18 and were told that if they did volunteer their classes would be covered by substitute faculty and that attempts would be made for them to fly back to give their final exams. He said that although he was not planning to teach at the branch campus, he asked his students how they would feel if he were to leave to teach there and would, thus, miss the last four weeks of the semester. He said his students were outraged at the very idea of it and told him not to even dare to think of doing that. He added that this situation is the result of the fact that the program was railroaded through for political reasons and it was this kind of possibility, the potential negative impact on our academic program here, that led us to have so many reservations about the program.

Senator Gavin said that his department, History, is looking for someone to go to the branch campus and the members of his department were told, too, that their classes would be covered by substitute faculty for the last four weeks of this semester.

Senator Norgren said she is interested in knowing whether students have expressed concerns about this through the student government: she said that in addition to the critical role that we play as professionals in speaking to the issue perhaps there should be a statement by the student government. She asked whether the student leaders are aware of this and, if so, whether they have framed any response.

President Kaplowits said that one had to have been present at the last College Council meeting, on February 24, to appreciate the situation: the students totally supported the branch campus, and they were furious at the idea that faculty might be hesitant to teach at the branch campus. One student, who had been the president of the Student Council a number of years ago, and is now the graduate student representative, stood up and said he wished President Lynch could order all John Jay faculty to teach at the branch campus: he said he knew President Lynch could not do this but wished he could. And the students applauded and cheered this

statement. She said that the students at the College Council, both members of the Council and other students, clearly seemed to feel that this program is the best thing John Jay could be doing for the students in Puerto Rico and that whatever sacrifice we must make here would be worth it. She said she does not know if that would extend to sacrifices by the students in terms of losing their teachers but certainly sacrifices by faculty and others were urged. She asked if the others who had been at that College Council meeting had a different take on the situation and all agreed to that assessment.

Asked to characterize the administration's response to the chairs' concerns about removing faculty from classes for the last four weeks of the semester, President Kaplowitz said that the Provost explained that faculty on occasion get sick, or sustain injuries in accidents, or die, and on those occasions their classes are taught by substitute faculty and, therefore, it is not unprecedented to have substitute faculty take over classes. Senator Norgren and other senators noted that those other situations are not deliberate and are unavoidable and, therefore, are totally irrelevant to this situation.

Senator Litwack said that there are different situations here: it is one thing for the College to intentionally have people miss the last four weeks of classes but, on the other hand, if members of the Law and Police Science Department feel that they can handle flying to and from Puerto Rico for four weeks and teaching at both places during that time he does not know whether we should take a position contrary to that. It is not clear to him that anyone as yet is going to miss the last four weeks of classes to be in Puerto Rico. We have to look at each possible way of resolving this problem on its merits. Furthermore, missing two weeks is not as bad as missing four weeks. He said he is not sure that any action should be taken except perhaps to say that it is inappropriate for faculty to be sent to Puerto Rico for the last four weeks of their classes and to, thus, miss the last four weeks of classes here.

Senator Suggs asked what would happen if he went to his department chair to say he wanted to go to the University of Kansas to teach for the last four weekends of the semester and Kansas will pay him for that: will that violate multiple position rules. What would the answer be?

President Kaplowitz said that she knows people on the faculty who have been told that they could not attend a conference to which they had been invited to present a paper because they would be missing two classes (one week) to do this. But she added, this is now a John Jay program because the Board of Trustees approved it yesterday, and the John Jay faculty are, therefore, responsible for the program: that's the quandary. What we should say, she suggested, is that John Jay's courses at the branch campus should not begin until May 18 rather than April 18: let the cadets, who will have finished their academy work by April 18 have an additional month of enhanced physical fitness, firearms training and, perhaps, a reading program and have the earned credits start a month later (for this one class only). She noted that the Board of Trustees resolution says that the establishment of the branch campus offering the associate degree shall be effective April 1, 1994: it does not say we must start that day and, in fact, we are not planning to start until April 18. Therefore, it is not the Board of Trustees that is mandating that we start April 18: why not, therefore, start four weeks later. She said the issue is the

fundamental one we asked from the beginning: **is** John Jay calling the shots or **is** Puerto Rico. Senator Berger said John Jay may not be able to call the shots because Puerto **Rico** has **its** prescribed calendar for the training of their cadets.

Senator Pierce asked President Kaplowitz whether during all the discussions about the proposed branch campus she had had any **knowledge** that our faculty would be required to leave their classes a month **before** the semester ended. She said she had had no idea: she said we had been told by President Lynch and by other administrators that we would have waivers for this first **semester**, the one starting April 18, and she (and the chairs) understood that to mean that our faculty would not be required to be at the branch campus during the semester that begins April 18. Senator Pierce suggested a departmental analysis to ascertain what the situation is. He said the last time we talked about this operation he had said that since we obviously would not be able to stop the program we should make sure there was the least disruption of our New York program as possible. He recalled that we talked about turning to our retired faculty. He said he **is** concerned about our students. He said if his chair has been able to find a way to protect our students here and meet the needs of the branch campus then he **is** to be commended. Perhaps that is a model for the four-week period, he said.

Senator Pierce noted that since this **is** the college of student takeovers, if enough students hear that they will be forced to take a four-week loss of their professor so that that professor can teach other students elsewhere, some of those students are going to use that as an excuse to miss classes themselves and another group of students is not going to let that teacher abandon the course. He said we are here to **make the** branch campus work but at the same time that means no disruption or harm of any kind to our program here and, he said, he still thinks that is possible. And, if not, we have to consider what we want to do.

Senator Wieschenberg said that the College Council approved the program and the Board of Trustees approved it and so it exists. She said it is our job to make it work. But if faculty do miss four weeks of this semester, we must make sure this does not happen any other semester.

President Kaplowitz said that as Senator Pierce pointed out, if Law and Police Science was able to solve the problem, then perhaps the other departments can adopt the same solution. She said one problem is whether faculty will be willing to fly back and forth every week for four weeks and teach a full load here and teach and supervise at the branch campus at the same time during those four weeks. Another problem is that it is her understanding that there may not be sufficient numbers of classrooms to hold all classes once a week on Fridays and Saturdays: the planned schedule is to hold classes twice a week Mondays through Thursdays.

Senator Wieschenberg said that since we are committed to this program, it is more important for faculty to **teach** the first four weeks of the semester in Puerto Rico than to complete the last four weeks here. She said we should not make the students in Puerto Rico feel that they are not getting what they signed up for. She said only a comparatively few sections would be affected here but the entire program would be effected in Puerto Rico and that program, therefore, should be our priority.



Senator Gitter said there is not total clarity about who is going to the branch campus and what exactly the situation is. But, she said, there is clarity about a couple of things. It is clear that as a matter of College policy it is unprofessional to encourage classroom teachers to abandon their classes for four weeks, 'it shows a contempt for the students, and a disrespect for learning and for the classroom experience. As someone said earlier, we have outstanding teaching awards, we have Better Teaching Seminars, and this contradicts all of that. It is clearly unprofessional and she said she wished to move a resolution that the Faculty Senate regards it as unprofessional to have such an administrative policy even as a one-time arrangement. She said that the whole point of any kind of professional standards is that professional standards are needed when one is in a crunch: they are not needed when things are normal. The clarity of what is right is needed exactly when someone is saying that we should exempt ourselves or others from those standards just that one time for expediency or for any other premise.

Senator Gitter moved the following resolution: Resolved, That the Faculty Senate regards any administrative policy that involves asking, encouraging, or permitting faculty to abandon their classes in order to teach at the branch campus to be a policy that is unprofessional, that is disrespectful to our (New York campus) students, and that is disrespectful to the teaching process and to the learning process and to be, therefore, a policy that is unacceptable. And be it further Resolved, That the Faculty Senate urges the College administration to work with the academic departments to find a way to keep all full-time and adjunct teachers in his or her New York classroom throughout and until the end of the Spring 1994 semester.

She explained that it does not seem to her to be unprofessional for a faculty member to miss a class in order to present a paper because that is what professionals do: furthermore, such a presentation is known in advance, the instructor can plan the curriculum around such an absence, can make arrangements for meaningful classroom activities, such as a special lecturer or a field trip with another class, etc. But, she said, it is unprofessional for the administration to encourage absence from the classroom.

Senator Suggs said that he is concerned for the College about the legal implications of having faculty leave their classes before the semester is over without showing exceptional causes. He said that as he understands it, the college catalog and class schedule constitute a kind of contractual offer and there is a certain level of implication about the continuity of instruction. He is worried about the College's liability for violating its contractual obligations if, in fact, this practice were to become too widespread. If, for example, a person leaves before the semester because he or she is indispensable to the Puerto Rico initiative that is one thing but if we saw many faculty leaving to staff the program we might, in fact, have a problem.

Senator Bockmeyer seconded Senator Gitter's motion. She said she does not see a clear distinction between two weeks, three weeks, or four weeks: it seems to her that what the motion is getting at is a policy of encouraging abandonment of class to suit another initiative, to put, in effect, a priority on the students at the branch campus over the students at the John Jay campus when a commitment, a prior commitment, has already been made through the contract that Senator Suggs mentioned we have with the

students here at John Jay. She added that the last four weeks of a semester are among the most important in the semester and to abandon students even for two weeks, which might be four classes, before the final exam, before term papers are due (or however one's classes are organized) is abandoning the students at the time they most need someone who has been in the class throughout the semester and who knows what the goals of the material are.

Senator Litwack said that we can make a distinction between two weeks and four weeks in that two weeks is bending the rules and standards but is not quite breaking them. He said to oppose even a two-week absence might be seen as not making any effort to cooperate with the program which the College did adopt. But, he said, he agrees with Senator Gitter that four weeks is beyond the pale. Senator Gitter said the point of her motion is that an administrative policy that encourages absence is the issue. That is different, she said, from an instructor's judgment about managing his or her class and whether an absence can be tolerated by the students so that the instructor can present a paper, for example. She said her motion is that an administrative policy that encourages or permits absence from class is unacceptable. Senator Litwack asked what does one do, then, if the College is engaged in a special training program for police and a member of the faculty is needed for two weeks to do that specialized training: where does one draw the line. He said that it is more clear to him that it would be wrong to encourage or permit people to leave for the last four weeks of class. He said he had wanted to make a friendly amendment to include the phrase that "any policy that would encourage or permit faculty members to not attend the last four week of their classes at John Jay would be contrary to ....." He explained that he must now leave the Senate meeting to go to his graduate class so that his students will not feel abandoned.

Senator Lewis said that the question of the College's liability is probably worth going into but that at the same time he has the feeling that the bulletin like any other thing now would probably have the word 'compromise' written somewhere either explicitly or implicitly to the effect that the College reserves the right to change anything as deemed necessary.

Senator Karmen said that when he raised this issue today, upon reading the one paragraph announcement about it [Attachment A] he did so because he had never assumed that our faculty who are currently teaching classes here would be asked to teach in Puerto Rico beginning April 18. He said during discussions in February and March when the thought crossed his mind about the program's start date of April 18, he had assumed that our retirees would staff the program and that the administration knew that there were retirees willing and able to do so or they would not have moved forward with the proposal and for that start date. He said he takes missing a class or a day of classes very seriously. He said he is amazed that the administration would consider asking or permitting this. He noted, however, that the announcement item refers to the corollary of faculty missing the first four weeks of the semester at the branch campus if they complete their last four weeks here. And so he suggested a friendly amendment: if there must be a sacrifice either here or at the branch campus, that our faculty join the courses in Puerto Rico after completing the semester in New York and that there be substitute faculty hired to cover the first four weeks of the semester in Puerto Rico and that our faculty take over the courses at that time, having fulfilled their commitment to their students at our New York campus by

teaching those very crucial last four weeks of the semester. But, he said, that might actually contradict Senator Gitter's motion because her motion speaks to the issue of administrative policy of encouraging or permitting the abandoning of classes and he assumes by that she means not only the last four weeks here but the first four weeks in Puerto Rico. He concluded that we find ourselves in a terrible dilemma.

President Kaplowits agreed that it is a terrible dilemma. She suggested that Senator Gitter's resolution remain as is in that we are talking about our obligation to our students. She said she does not think that anyone who voted for this program at the College Council or who chose to not vigorously oppose the establishment of the branch campus understood that this would happen. Our entire discussion would have been very different and probably our votes would have been very different, despite the October 29 document signed by President Lynch, Chancellor Reynolds, and Governor Cuomo.

Senator Berger said that the vote at the College Council was based upon the sense of the program and not necessarily upon all the specifics. He said he would think that people would have waited to see how the specifics would unfold as time goes on. Nobody is under the illusion that it is going to be a perfect program but rather it is something that will have to evolve with time and we will have little glitches that will have to be solved as we go along.

Senator Luby said that none of that excuses any specifics that are reprehensible in terms of our academic program and academic standards. He said that we are now faced with one of those glitches and we can not just let it go by. He said he also thinks the legal question has to be studied.

President Kaplowits suggested that the Faculty Senate take the position that Senator Gitter has articulated, that this is not professional, it is not ethical, it is not responsible, it is not respectful. The Senate could issue that statement and at the same time we could check the question of legality as articulated by Senator Suggs and we can then issue another position about the legality, if in fact this is a violation of legal or regulatory statutes, at our next Senate meeting. Senator Lewis agreed: he said we know this is unprofessional, unethical, and disrespectful but we do not know if it is illegal and we should not weaken our statement by making what may turn out to be an incorrect comment about the legality issue.

Senator Reisner said that the question of legality is not really an issue for the Faculty Senate: if it is an issue for anyone it is an issue for the students and as someone who was at the College Council meeting he sees the students as being entirely in support of the program. And so, he said, he doubts that the issue of legality will turn out to be meaningful. Secondly, to refer to a policy that we do not know exists is problematic. He said he agrees with what Senator Litwack said: we do not know if in fact any faculty will be missing classes. He said we should express concerns about what we have heard and offer to work to effectuate this program as best as possible without doing harm to our primary responsibilities here.

Senator Gitter said she would take that as a friendly amendment so that the motion would read: Whereas, There is uncertainty as to how the branch campus will be staffed for the

semester beginning April 18, 1994, and there is uncertainty as to whether faculty, either full-time or adjunct, will be encouraged to leave their classes at the New York campus of John Jay College for the last four weeks of the Spring 1994 semester, be it Resolved....

Senator Norgren said that she does not necessarily agree with Senator Reisner: we have no sense of the College community of students as opposed to a handful of students who were at the College Council. She said she sees this as a class issue: faculty who leave to teach at the branch campus beginning April 18 are not going to be replaced in their classes because of an act of nature, an illness, an accident. They are going to be replaced for social and political reasons and she said that she can certainly speak as the current co-payer of tuition for a freshman at a private college: she said if this were attempted at the college where her daughter is fortunate enough to be, the barricades would be down. It is the fact that ours is a public institution that we are even daring to impose this on our students. She said she finds it extraordinary and she finds it extraordinary on the part of administrators who like her are fortunate enough to also have their children in private colleges and who she does not believe would tolerate this for their own children. And, she said, she does not think we should tolerate this on behalf of our students here either.

The question was called. The motion was approved without dissent: there were no negative votes and there was one abstention [Attachment D].

WHEREAS: There is uncertainty as to how the branch campus will be staffed for the semester beginning April 18, 1994, and there is uncertainty as to whether faculty, either full-time or adjunct, will be encouraged to leave their classes at the New York campus of John Jay College for the last four weeks of the Spring 1994 semester, be it

RESOLVED: That the Faculty Senate regards any administrative policy that involves asking, encouraging, or permitting faculty to abandon their classes in order to teach at the branch campus to be a policy that is unprofessional, that is disrespectful to our (New York campus) students, and that is disrespectful to the teaching process and to the learning process and to be, therefore, a policy that is unacceptable, and, be it further

RESOLVED: That the Faculty Senate urges the College administration to work with academic departments to find a way to keep all full-time and adjunct teachers in his or her New York classroom throughout and until the end of the Spring 1994 semester.

4. Analysis of Vice Chancellor Rothbard's response to questions raised by the Faculty Senate and proposed course of action: Senator Litwack [Attachment E and F]

President Kaplowitz explained that Professor James Cohen, the Chair of the Senate's Fiscal Advisory Committee, was originally scheduled to make a presentation to the Senate analyzing Vice Chancellor Rothbard's response to our request on December 10 as to why, for example, Lehman and John Jay have virtually the same number of student FTEs but Lehman has a base budget that is almost one-third larger than John Jay's (John Jay's is \$27.3 million and Lehman's is \$37.7 million). Unfortunately, Professor Cohen cannot be at today's Senate, he sends his regrets, but his department, Public Management, is engaged in its reaccreditation review by NAASPA [National Association of American Schools of Public Administration] and the visiting team is making its site visit today and he must participate in that. Therefore, Senator Litwack was to have made the analysis, but as the Senate knows, he had to leave to teach his 4:15 PM graduate class. She said that she participated in the budget analysis discussions with Professor Cohen and with Senator Litwack and that they had hoped to have a document ready for the Senate's meeting but that proved not possible: she said that the hope had been that the Senate would approve the letter that delineated the analysis so that they could send it to Vice Chancellor Rothbard before the State Legislature passes the budget because at that point Vice Chancellor Rothbard and his staff will decide the budget allocations for the colleges.

She said their analysis is that based on the information that Vice Chancellor Rothbard has provided [Attachment E], John Jay's base budget should be increased by \$6 million each year. That is, John Jay should be allocated a base budget of \$33 million a year rather than the \$27 million a year we currently receive.

She asked the Senate to authorize her, Senator Litwack, and Professor Cohen to send a letter on behalf of the Senate to Vice Chancellor Rothbard thanking him for providing the information and conveying their budget analysis of his answer and our conclusion that we should be funded an additional \$6 million a year. She invited any other members of the Senate who are knowledgeable about budget matters and who would like to work on the analysis to join in this project if they wish. She explained that the State Legislature is supposed to pass the budget by March 31 and although it often does not make the deadline, this is an election year for all legislators and, therefore, the chances are very good that a budget will be passed if not by March 31 then soon after, and as soon as the budget is approved, and 80th Street knows how much CUNY has been allocated, Vice Chancellor Rothbard will make the allocations to the individual colleges. Therefore, we are faced with an issue of an imposed timeframe and an opportunity we will miss if we wait until our April 11 meeting to approve the text of a letter.

Senator Gitter moved that President Kaplowitz, Senator Litwack, and Professor Cohen be authorized to write such a letter to Vice Chancellor Rothbard on behalf of the Senate giving this analysis and asking for his response. The motion was seconded.

Senator Berger said that in reviewing Vice Chancellor Rothbard's budget document, the only argument he can see we can make has to do with the FTE to faculty ratio. But, he added, there may be historical considerations in that Lehman may have lost a lot of students over the last few years and not been able

to reduce the number of faculty. Senator Suggs said that one of the things that is difficult for us in Vice Chancellor Rothbard's point #1 is that the instructional cost model is based on student enrollment in various disciplines. It is a State formula based on the State's assumption as to what defines instruction for particular disciplines. Because we are not defined per say as a liberal arts college we are supposed to have a larger faculty/student ratio than a college such as Lehman which is supposed to have a smaller ratio because of their liberal arts based curriculum. And so in a way we are victims of our own specialized mission.

President Kaplowitz said that a lot of the knowledge that went into the analysis that Professor Cohen, Senator Litwack, and she developed is derived from the knowledge that Professor Cohen has gained as a member of a four-person select budget committee appointed by the University Faculty Senate to study whether the funding decisions contained in the infamous Susan Cole memorandum (which had been leaked to the New York Times in July) were, in fact, acted on by the Central Administration. As part of the Chancellor's response to the UFS Executive Committee's Open Letter to her at that time, Chancellor Reynolds agreed to open the University's books to a select budget committee named by the UFS Executive Committee and that group of four (Professors James Cohen of John Jay; Gil Riley of BCC; Stefan Baumrin of the Graduate School and Lehman; and Alfred Winnick of Hunter) spent countless hours with Vice Chancellor Rothbard and his staff and with the books and as a result Professor Cohen has a more sophisticated and in-depth understanding of the CUNY budget process than he had previously and than probably any of us do. Professor Cohen made a report to the UFS last month on behalf of the select committee, a report that was universally praised by the UFS members.

She explained that one of the fascinating discoveries about CUNY's budget, which we did not know when Vice Chancellor Rothbard met with the Senate in December, enables us to realize that point #1 of his document [Attachment E] is really very misleading although technically accurate: point #1 talks about the Instructional Cost Model that determines faculty need but the Instructional Cost Model (which Vice Chancellor Rothbard did send us and which is approximately 20 pages long and is available to anyone who wants to see it) is really irrelevant because it turns out that the Instructional Cost Model only determines the number of adjunct faculty a college should have: it does not determine the number of full-time lines a college should have. But point #1 implies that it does the latter, although it does not. She agreed with senators who said that one would think it is the opposite, that the ICM would determine full-time and not adjunct need, but that is not the case. She said that to know that the Instructional Cost Model determines only adjunct needs and not full-time faculty needs requires expert knowledge specifically about CUNY's budget and does not involve common sense, logical thinking, or expert knowledge about budgeting in general.

Senator Suggs said he remembers having the same conversation with Jay Sexter, our previous provost, who said however that the State's formula is based on the notion that John Jay occupies a special category and this drives the model for John Jay and that Jay Sexter had said he had been able to get the college additional lines because of that. President Kaplowitz said that there is a special category for 'specialized' colleges in the State but those colleges recently have been particularly hard hit in terms of budget cuts and that avenue is no longer looked upon favorably by

us or by those other colleges. She added that when the State stopped allocating budgets for individual colleges at CUNY and began giving a lump sum to 80th Street for 80th Street's allocation to the CUNY colleges, John Jay became treated like the other CUNY colleges and it is not a State formula that affects our number of full-time lines but rather the decision by 80th Street, namely by Vice Chancellor Rothbard (and ultimately by Chancellor Reynolds).

President Kaplowitz noted that a letter from the Senate to Vice Chancellor Rothbard conveying an analysis that John Jay is underfunded by \$6 million a year (compared to Lehman's funding, as an example) could not take place at a better time not only because the State is about to enact the budget but because of the comments of Trustee William Howard at the public hearing a week ago in response to the testimony that she and Professor Groneman made [see, above, pp. 3-5, and Attachment C].

The question was called. Senator Gitter's motion authorizing President Kaplowitz, Senator Litwack, and Professor Cohen to write on behalf of the Senate to Vice Chancellor Rothbard was approved by unanimous vote. [See Attachment F for the text of the letter sent to Vice Chancellor Rothbard.]

5. Discussion of President Lynch's attempt to limit debate at the February 24 Colleue Council meeting and possible Senate response: Senator Litwack

This will be placed on the agenda for the next Senate meeting because Senator Litwack, who left the Senate meeting to teach his graduate course, is not now present to discuss this matter.

6. Proposed resolution: Resolved. That the Faculty Senate charae a select committee to develor, a proposed report/resolution for consideration with regard to issues of concern by the faculty about the Colleue administration's actions

Senator Gitter moved that the Senate's executive committee prepare a report/resolution for presentation to the Senate about matters of concern to faculty that have arisen especially in terms of the administration's development of the branch campus project, including such issues as consultation, due process, sharing of information in a timely and complete manner, and so forth. The motion was approved by unanimous vote.

7. Report from the Colleue Calendar Committee: Senator Wieschenberg

Senator Wieschenberg explained that every year each College must report to 80th Street its choice of an academic calendar for the following year. The deadline to let 80th Street know the College's choice is March 31. The Calendar Committee is comprised of a representative of the Senate, a representative of the Council of Chairs (Professor Berger), a representative of the Student Council, and Dean McHugh, Registrar Gray, Provost Wilson, VP

Smith, VP Witherspoon, Dean Wallenstein and Dean Kobilinsky. The Committee considered the three options presented by 80th Street that are possible for the 1994-95 year: 1) end classes and exams after Christmas; 2) change to a 13-week semester and increase the length of all class periods and end classes and exams before Christmas; 3) retain the current class period length, end classes and exams before Christmas, and begin classes on August 29.

The third option, which is a replica of our Fall 1993 semester, was approved by the Senate by unanimous vote. This is the option that was recommended by the Calendar Committee which agreed to meet again only if any of the constituencies represented on the Committee favored a different option.

The option chosen involves classes beginning on August 29 with registration taking place August 17-26. The last day of classes will be December 14 with final exams on December 15-23 and final grades due after New Year's Day. No conversion Fridays will be necessary (no Monday, Tuesday, Wednesday, or Thursday will have to be converted to a Friday to meet the number of New York State mandated contact hours). The spring semester will begin February 1 and will end on May 19 with final exams from May 22-26.

The issue was raised about the many days that had been assigned for Fall registration last August, during which time many faculty were not truly needed and yet were required to be present: this was especially a problem for those departments that do not have majors and whose policy is to give no overtaillies and no waivers of prerequisites. President Kaplowitz noted that on March 15 the Council of Chairs approved a resolution addressing this [see Attachment A].

Senator Gitter moved adopted of the calendar proposed by the Calendar Committee whereby classes will begin August 29 and classes and final exams will end before Christmas. The motion was approved by unanimous vote.

8. Prerequisite checking and timely submission of final grades: Proposal that the Senate (and the Council of Chairs) issue a letter each semester, beginning this semester, to the faculty

President Kaplowits reported that Registrar Donald Gray has reported that enforcement of prerequisites for 200-level courses will be added to the prerequisite enforcement process in the Fall 1994 semester and, therefore, the entire phase-in of prerequisite checking will be complete at that time. She noted that this is wonderful news, and that it represents the fruition of an important Faculty Senate and Council of Chairs initiative: in May 1992 both the Senate and the Chairs issued separate but parallel resolutions stating that computerized registration must include the checking and enforcement of prerequisites. The administration had then requested that this be phased in for logistical reasons: first 400-level courses and core courses were checked and enforced for prerequisites in the Spring of 1993; then prerequisites for 300-level courses were added this semester; the 200-level courses will be added next semester.

However, Registrar Gray has said that a very big problem is that unless the faculty submit their final grades on time, especially at the end of the Fall semester, the grades cannot be



entered into the computer in time for the computer to be programmed to do the prerequisite checking for the spring.

President Kaplowitz said she consulted with Registrar Gray who explained that the process involves several stages: grades are first scanned and although that can be done in batches, the disks have to be edited and if there are any blanks, in other words if **any** faculty have not handed in their grades, the computer cannot **edit** the disks. Registration must start in mid-January for the spring semester and so the grades must be in on the due date or else the previous semester's courses cannot be included in the prerequisite checking process.

So the proposal is that a letter be written to the faculty jointly by the Senate and the Chairs informing them of this: most faculty do not realize that the date that grades are due is not selected arbitrarily. Therefore, the letter would explain the importance of grades being submitted on time so that prerequisite checking can be done, which is something the faculty has asked for. It was noted that it is usually more effective for the Faculty Senate (and the Council of Chairs) to communicate directly to the faculty rather than such communications coming from the administration.

The proposal was approved unanimously.

9. Election of a Senate representative to the Search Committee for Dean of Undergraduate Studies

Nominations were opened for a Senate representative to replace Senator DeForest on the Search Committee for Dean of Undergraduate Studies. The other representatives are Senators Holly Bill, Karen Kaplowitz, and Agnes Wieschenberg.

Professor Ellen Marson (Department of Foreign Languages and Literature) was nominated and was elected by unanimous vote.

10. Election of a Faculty Senate representative to the College Comprehensive Planning Committee

Senator Edward Davenport reported that he plans to resign from the College's Comprehensive Planning Committee. The other Senate representatives are Senators Lou Guinta, Karen Kaplowitz, James Malone, and Chris Suggs.

Senator Suggs reported that at the last meeting of the Committee a draft document about the way the committee should operate was considered and is being further refined.

Senator Gitter noted that our Senate representatives on the College Comprehensive Planning Committee attended the Planning Committee meetings for a year without knowing anything about the contemporaneous planning that was going on elsewhere at the College to establish a branch campus in Puerto Rico. She suggested, therefore, that we defer electing a representative to replace Senator Davenport until we determine that the Committee will, in fact, be the group that is engaged in planning. The Senate concurred.

11. Proposal to participate in CUNY's March Voter Registration Drive

CUNY is engaged in another voter registration drive, with the support of the University Faculty Senate, the University Student Senate, the Professional Staff Congress, and the Central CUNY Administration. Each campus is being asked to participate. The Faculty Senate executive committee suggested that the Senate participate by issuing an updated version of the letter on this subject that the Senate sent to the faculty in 1992. The recommendation was approved unanimously.

12. Proposal that the Senate invite President Lynch to the Senate to discuss John Jay's current and future relationship with the NYPD and with other criminal justice agencies

The proposal is to invite the President to meet with the Senate for the express purpose of discussing whether the Puerto Rican police academy branch campus model should or should not be emulated in terms of the New York Police Department and what the process should be for making those decisions. This is related to the issue of planning.

President Kaplowitz noted that at the previous day's Board of Trustees meeting, Trustee Herman Badillo said that as the head of Mayor Guliani's transition team on police, he can report that John Jay's branch campus at the Puerto Rico police academy is being looked at as a possible model for the NYPD academy. President Lynch has also said that Commissioner Bratton is looking at various models for the NYPD academy.

Senator Suggs said that over the past two or three years he has developed a real sense of unease about the way President Lynch's interest serves us well in one way and serves us badly in another: with every move we make to focus our attention on the needs of the practitioner section of criminal justice enterprises we move ourselves away from the University and the University model. And that worries him. He said he understands the benefits of the professional relationships that we have but we have almost no relationships with the University and it is very difficult to be a member of the University and at the same time find that one has almost no institutional presence except in official documents. He said that this is especially true, in fact, when almost all of the impetus at John Jay is to take the faculty out of the University and put them into the public sector.

The motion to invite the President to meet with the Senate for the purpose of discussing John Jay's relationship with criminal justice agencies was approved without objection.

13. Discussion as to whether academic departments that do not offer a major should engage in the internal/external review being required by the Board of Trustees of all academic programs

It was explained that the June 28, 1993, Resolution of the Board of Trustees mandating periodic internal and external review of academic programs means that each college must decide whether those of its departments that do not offer majors should also engage in internal and external reviews. Since most departments

at John Jay do not offer majors, this is a major policy question for John Jay. Among the departments that do not offer majors are: African-American Studies; Anthropology; Art, Music, Philosophy; Counseling & Student Life; English; Foreign Languages; History; Physical Education and Athletics; Puerto Rican Studies; SEEK; Sociology; Speech & Theater; Thematic Studies.

Senator Karmen said when he was on the Curriculum Committee last year, the Committee drew up a document which is called the "Instrument for the Self-Study of Majors" but all the questions that have to be answered in this self-study deal with majors, with packages of courses. It is not applicable, in any way, to department offerings. This year, he said, he was involved in the self-study of the Criminology Major and so he is very familiar with the questions and the amount of work that it takes to develop the answers. It is a good, healthy process for the review of majors, he said, but one would have to design an entirely new instrument with different priorities, different questions for the review of departments and, he said, he does not think it would be of any practical value because the whole impetus is to see whether the students' course of study leading toward a degree makes sense. He added that when a department does not have a major that it controls, it would be unfair to judge the department in any way. So, he said, he would urge that the College not get involved in the self-study process of departments but to support the self-study of majors.

Senator Suggs said that as someone who is from a department, English, that is undergoing a self-study at the moment, he respectfully disagrees with his colleague. He said a self-study is a very beneficial process and he would like to extend that benefit to other departments and, in fact, would like to insist upon it because departments have responsibilities within the College. The English Department, for example, has the responsibility for maintaining the composition sequence and the literature sequence both of which are required by the College for graduation. Most of the departments mentioned have the responsibility of offering courses required in the core curriculum which are required for graduation with the baccalaureate degree and so those departments cannot allow themselves to go unexamined nor should the College allow those departments to operate without some sort of scrutiny even if it is self-scrutiny by which a department says that we have taken a look at what we do and we understand how we are doing it and what we could do better. But to just assume that English 101 is always going to be English 101 is not a good idea. The College really ought to say it would like departments to do this and, he said, he would think departments would want to do it, to find out whether in fact they are meeting the needs of the curriculum of the College as a whole.

President Kaplowitz said she, too, thinks departments should be engaged in internal and external review for a number of reasons: first of all, she said, she agrees with Senator Suggs' reasons; also, we really cannot make the full case to 80th Street or even to our own administration about needing more lines or more academic support services unless we do a study of what we do and how we do it; also, 80th Street is making budget decisions now for colleges based on not only the quality of each college's academic program planning but also on the basis of each college's internal and external academic program review. If in light of all of this we decide we are only going to do the minimum, that we are only going to do what we can just get by with, which is a review of our majors and thus exclude many departments because most are not

involved in the majors, seems to be educationally and politically unwise. If, instead, we can say that we are reviewing our departments it will give us more credibility when issues such as the CUNY BA issue comes up: we can report that we conduct department reviews and although we do not offer liberal arts majors our electives have merit because we scrutinize our entire academic offerings. She said that to get by because we do not have majors in most disciplines, something that most if not all of us on the faculty regret, seems to perhaps not be a wise course of action either pedagogically or politically.

Seeing that a quorum was about to be lost, it was agreed that this issue, which the Benate agreed is a very important one, will be placed on the agenda of the next Senate meeting.

By a motion made and carried, the meeting adjourned at 5:00 PM.

Respectfully submitted,

Edward Davenport  
Recording Secretary

## ATTACHMENT A

### Announcements from the chair

#### March 15 Council of Chairs

Registrar Don Gray reported on registration. The Council of Chairs approved a motion that the class enrollment limit for non-remedial courses be set at one number only (i.e. no primary and secondary limits) and that that number be 42 for the fall 1994 semester and that discussions about the number for future semesters take place between the Provost and the Chairs.

Mr. Gray also reported that 200-level courses will be checked for prerequisites beginning in the fall 1994 semester but the lack of timely submission of final grades is impeding the checking of prerequisites (especially between the fall and spring semesters). The chairs approved a motion to send a letter with the Faculty Senate (conditional on the Senate's affirmative action on this matter) to all faculty every semester informing faculty of the connection between meeting the final grade submission deadline and prerequisite checking.

The Council of Chairs approved the following motion with reference to registration: a) juniors and seniors will be registered during two consecutive days; b) departments with majors will have representatives present at registration on those days; c) a small number of additional faculty advisors will be trained and will work registration; d) each department will provide a written departmental protocol; and e) the graduate studies program will determine its own registration process. The motion passed with one abstention.

Asked about the status of de novo registration whereby students register for their entire course schedule at late registration, Mr. Gray reported that 200-300 current John Jay students register for all their courses at late registration. The practice of permitting new admits to register for all their courses at late registration has been eliminated upon the recommendation of the Chairs and the Senate.

The percentage of students who are present in the spring semester who do not register the following fall semester is between 36 percent to 40 percent.

The Chairs decided to have the Branch Campus Governance Committee meet the following day when the chairs of departments involved in the branch campus are to meet with the Provost. The Chairs voted to inform the Provost of this.

#### March 16 Branch Campus Governance Committee

The discussion focused on how the branch campus is to be staffed in terms of faculty for the semester that will begin on April 18: the issue of faculty who are currently teaching (adjunct or full-time faculty) missing the last four weeks of the semester here to be at the branch campus in Puerto Rico was discussed (as was the corollary: faculty missing the first four weeks of the semester at the branch campus).

#### March 21 Board of Trustees meeting

A report was presented to the Board about the College Preparatory Initiative (CPI) and its success. [Copies of the report and the charts that accompanied it are available from the Senate's executive committee.]

A report on the New York State Budget was made: the top priority for CUNY is more money for full-time lines, and also more money for libraries and counseling. The City budget is of great concern.

The Board found the Chancellor to be in compliance with the

March 21 Board of Trustees meeting (cont)

rule on outside earning based on information provided by the Chancellor.

The Board passed a Resolution on private security forces (armed and unarmed) on CUNY campuses [see Attachment B].

The John Jay branch campus at the police academy in Gurabo, Puerto Rico, was approved by unanimous vote. Trustee William Howard spoke about the NYPD learning from the way Puerto Rico handles drug crimes, especially drug crimes and public housing. He said he hopes John Jay faculty teaching there will conduct research on this subject. Trustee Herman Badillo said that as the head of Mayor Guliani's transition team on police he can say that the NYPD is looking at the possibility of doing the same thing with its police academy as the Puerto Rico police have done in terms of the John Jay branch campus. Chairman James Murphy called the branch campus an exciting project.

The efforts of each CUNY college to combat bigotry at its campus is to be reported to the Board this spring and next fall.

Trustee Picken was praised at great length by the Chancellor, the Board Chairman, and by many trustees upon the occasion of his last meeting as the faculty trustee.

**BOARD OF TRUSTEES MEETING- MARCH 21,1994**

**SUBSTITUTE RESOLUTION**

**Calendar No. 4.**

**K. CITY UNIVERSITY OF NEW YORK - PRIVATE SECURITY POLICY:**

RESOLVED, That it is the policy of The City University of New York that all security and safety services provided on college-owned or leased facilities shall be the responsibility of the college president.

College responsibility for security and public safety applies to any building or property owned or controlled by the college and used by the college in direct support of, or related to its educational purposes, and any building or property owned or controlled by student organizations recognized by the college. This includes student union buildings and other entities that bear the name of the college.

All security or security related functions at events in college facilities, such as performances, speeches, conferences, meetings, classes, and other special events shall be managed by the college. No private security personnel, such as bodyguards or escorts acting in a security capacity, with the exception of security guards contracted for by the college, shall perform any campus security or security related functions. The use of armed private security guards is prohibited.

After consultation with the campus faculty and student constituencies, as well as the appropriate University offices, the colleges are to establish security and safety guidelines for persons or organizations appearing at campus events or using campus facilities consistent with this policy. Contracts for speakers or space rentals should contain conditions whereby events may be canceled or payments or deposits may be forfeited for failure to comply with college security policies and procedures. Additionally, any person or organization violating such an agreement may be denied future access to any CUNY campus or related facility in addition to any other applicable college or lawful sanctions.

This policy does not apply to federal, state, county or municipal sworn law enforcement officers or to foreign or international law enforcement personnel who are officially charged with the responsibility of providing security for particular individuals, or who are involved in a law enforcement capacity (e.g. crowd control), in conjunction with the security officers of the college.

This general policy clarifies and subsumes security policies contained in the Henderson Rules and the CUNY Manual of General Policy (Groups that do not comply with college or University security shall be denied access to college facilities) and the University Fiscal Handbook (There shall be no frisking or searches, except by sworn law enforcement officers). This policy, which applies to all facilities and events whether fees are paid to speakers or funded through student fees, is not intended to limit or abridge individual access to or attendance at college events.

In the event that private security is necessary and requires an exemption to this policy, such exceptions must be approved by the college president and the Chancellor, and reported to the Board of Trustees Committee on Fiscal Affairs at the earliest practicable time.



ATTACHMENT C

JOHN JAY COLLEGE OF CRIMINAL JUSTICE

*The City University of New York*  
445 West 59th Street, New York, N.Y. 10019  
212 237-8000 / a724

March 10, 1994

CUNY Board of Trustees  
535 East 80th Street  
New York, NY 10021

Dear Trustees of the City University of New York,


The Faculty Senate and the Council of Chairs have adopted the attached Resolutions regarding the proposed Branch Campus at the Police Academy in Gurabo, Puerto Rico.

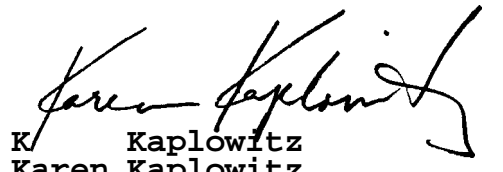
The Faculty Senate, which is the voice of the John Jay faculty, and the Council of Chairs affirm that the College is its faculty and we welcome the recognition of this reality by the Chancellory. However, while we applaud and support every determination to ensure the academic viability and integrity of the branch campus, which you will be establishing by vote of the Board on March 21, the Faculty Senate and the Council of Chairs are also committed to ensuring the academic viability and integrity of John Jay's New York program.

Currently, 53 percent of our course sections are being taught by adjunct faculty. In some disciplines, as many as 75 percent of the course sections are taught by adjuncts. Although our percentage of adjunct-taught sections has increased every year as has our enrollment, the additional full-time faculty we have hired in the last two years has enabled us, for the first time in many years, to offer certain electives and to offer courses in the proper sequence and to once again begin to approach the academic promise that we make, through our College bulletin and through our reputation, to the students who enroll at John Jay's New York campus.

When the Faculty Senate and the Council of Chairs discussed the proposal to establish a branch campus, we did not know that each semester 13 of our current full-time faculty would be expected to spend each semester at the branch campus. If we do not grant external credit after the first class of cadets, 20 of our full-time faculty would be lost to our New York program. We are concerned about the severe blow to our students and to our programs in New York if our current full-time faculty were to be fulfilling their faculty responsibilities away from the New York campus of John Jay. For this reason, and because we did not know that this was an expectation when we deliberated about the proposal to establish a branch campus, the Faculty Senate and the Council of Chairs have adopted the attached Resolutions, each of which was approved without dissent.

Sincerely,

  
Robert Crozier  
Chair, Council of Chairs

  
Karen Kaplowitz  
President, Faculty Senate





JOHN JAY COLLEGE OF CRIMINAL JUSTICE

The City University of New York

445 West 59th Street, New York, N. Y. 10019

212 237-8000

March 25, 1994

President Gerald W. Lynch  
John Jay College of Criminal Justice

Dear President Lynch,

The Faculty Senate is concerned about reports that faculty (adjunct or full-time faculty) are being asked or may be asked to teach at the branch campus in Gurabo, Puerto Rico, beginning April 18, and would, therefore, be absent from their classes during the last four weeks of the Spring 1994 semester at the New York campus of our College and that their classes would, therefore, be taught by other faculty.

In view of this reported information, the Faculty Senate adopted the following resolution on March 22, without dissent:

Whereas, There is uncertainty as to how the branch campus will be staffed for the semester beginning April 18, 1994, and there is uncertainty as to whether faculty, either full-time or adjunct, will be encouraged to leave their classes at the New York campus of John Jay College for the last four weeks of the Spring 1994 semester, be it

Resolved, That the Faculty Senate regards any administrative policy that involves asking, encouraging, or permitting faculty to abandon their classes in order to teach at the branch campus to be a policy that is unprofessional, that is disrespectful to our (New York) students, and that is disrespectful to the teaching process and to the learning process and to be, therefore, a policy that is unacceptable, and, be it further

Resolved, That the Faculty Senate urges the College administration to work with the academic departments to find a way to keep all full-time and adjunct faculty in his or her New York classroom throughout and until the end of the Spring 1994 semester.

I am available to discuss the Senate's deliberations that led to this resolution and look forward to hearing from you.

Sincerely,

Karen Kaplowitz  
President, Faculty Senate

cc. Provost Wilson



*Vice Chancellor for Budget, Finance, and Information Services*  
*535 East 80th Street, New York, N.Y. 10021*  
*(212) 794-5403 Fax: (212) 794-5720*

January 11, 1994

Professor Karen Kaplowitz  
President, Faculty Senate  
John Jay College of Criminal Justice  
899 Tenth Avenue  
New York, New York 10019

Dear Professor Kaplowitz:

Enclosed for your information is material that responds to the request made during my December 10 budget presentation to the Senate. It consists of two items. The first is a copy of the instructional cost model for John Jay. This is the mechanism used to budget faculty FTE's and is based on enrollments by division and discipline.

The second item is an analysis that attempts to explain the difference in funding between John Jay and Lehman despite apparent similarities in enrollment. As you will see, there are several reasons for the difference. Thank you and your colleagues for the opportunity to address you. If I can be of further assistance, do not hesitate to call on me.

Sincerely,

Richard F. Rothbard

cc: Deputy Chancellor Laurence Mucciolo  
President Gerald W. Lynch  
Budget Director Sherry Brabham