

## **Faculty Senate Minutes #206**

### **John Jay College of Criminal Justice**

**November 14, 2000**

**3:15 PM**

**Room 630 T**

**Present** (26): Shevalatta Alford, Luis Barrios, Orlanda Brugnola, James Cauthen, Elsie Chandler, Marsha Clowers, Edward Davenport, Janice Dunham, Robert Fox, Betsy Gitter, Edward Green, Lou Guinta, Karen Kaplowitz, Kwando Kinshasa, Maria Kiriakova, Sandra Lanzone, James Malone, Peter Mameli, Laura Richardson, Rick Richardson, Lydia Segal, Carmen Solis, Agnes Wieschenberg, Susan Will, Marcia Yarmus, Liza Yukins

**Absent** (11): Jama Adams, Sandy Berger, Kirk Dombrowski, P. J. Gibson, Amy Green, Gavin Lewis, Mary Ann McClure, Emerson Miller, Daniel Paget, Margaret Wallace, Robin Whitney

**Invited Guest:** Vice President for Professional Development & Training Mary DiPiano Rothlein

### **AGENDA**

1. Announcements from the chair
2. Adoption of Minutes #205 of the November 1, 2000, meeting
3. Update on John Jay's budget news: Pres. Kaplowitz
4. Discussion of the agenda of the November 21 meeting of the College Council
5. Proposal to endorse the CUNY Council of Faculty Governance Leaders' Resolution opposing new annual presidential evaluation of department chairs
6. Proposal to change the timetable for the selection of candidates for honorary degrees
7. Election of the Faculty Senate Budget Committee
8. Discussion about the declining numbers of JJ students in the CUNY BA Program: Senator Gitter
9. Discussion of a Chairs/Senate operational assessment of academic support facilities and services
10. Invited guest: Vice President for Professional Development & Training Rothlein on fundraising

#### **1. Announcements from the chair**

The Faculty Senate's Budget Committee and the Council of Chairs' Budget Advisory Committee today received, in response to the Senate's and Chairs' joint request, a Report on the revenues and expenditures of John Jay's non-tax levy accounts. Mr. Robert Sermier of the Budget Office will brief Professors Karen Kaplowitz, Tom Litwack, Ned Benton, and Harold Sullivan tomorrow and the four will meet with President Lynch on November 20<sup>th</sup> to discuss the Report. A report will be presented to the Senate at its next meeting.

The Comprehensive Planning Committee (CPC) was provided earlier today with a presentation by SOM, the Phase II architects, and by Vice Chancellor Macari about the Phase II planning process.

**2. Adoption of Minutes #205 of the November 1, 2000, meeting**

By a motion duly made and carried, Minutes #205 of the November 1, 2000, Senate meeting were adopted.

**3. Update on John Jay's budget news: Pres. Karen Kaplowitz**

President Kaplowitz reported on a meeting of the Senate's Executive Committee with President Lynch who reported that there is a new \$400,000 hole in the adjunct budget and that, therefore, class size will have to be increased. The senators expressed dismay that the President's promises that class size would not be increased were now not to be honored. Senator Edward Green questioned whether we could avoid having to increase class size by saving money by not offering summer school courses. Senator Susan Will said many students who have been closed out of science courses have been promised they can take science in the summer and other students need summer classes to progress toward their degrees. A motion was made to call upon the administration to not increase class size in 100-level and 200-level courses because of the fundamental skills and knowledge that entering students, who are the most vulnerable in terms of retention, must master in those courses. Senator Elsie Chandler said that the upper-level courses are also extremely overcrowded and much too large to teach the more complex and sophisticated material that upper-level students must master: it is not only the lower-level courses that are much too large, she said. Senator Lou Guinta said that we may have to accept the fact that there is no choice but to increase class size.

Senator Robert Fox said it is getting almost impossible to teach with the much too large class sizes we now have and he thinks an increase in class size should be the last action taken. He moved that the Senate convey to the College administration our view that increases in class size should be only the very last resort and that all other possible options be explored first. The motion passed without dissent.

President Kaplowitz announced that at the Senate's recommendation, she had consulted with President Lynch about sending the Senate's draft letter to Chancellor Goldstein with regard to more equitable funding of the College. As requested, because of initiatives being considered, the letter is being withheld for the present.

**4. Discussion of the agenda of the November 21 meeting of the College Council**

One of two agenda items on the College Council agenda is a proposal from the Undergraduate Standards Committee that would limit students who participate in commencement to those students who were awarded the associate or baccalaureate degree the previous August or February and those students who are certified by the Registrar's Office as completing their degree requirements by the end of the Spring semester prior to commencement. Senator James Malone said he had brought this issue to Registrar Saulnier, who brought it to the Standards Committee, because students whose names are in the commencement program and whose pictures are taken on the stage, in cap and gown, shaking the President's hand, do not always complete their degree requirements and yet use the photo and

commencement document as evidence of having graduated. He said this has already had embarrassing repercussions for the College. The Senate resolved to support this proposal.

The second agenda item is a proposal from the Graduate Studies Committee to permit students applying to the MPA program, who have met specific academic criteria, to be exempted from the Graduate Record Examination (GRE) when applying for admission.

**5. Proposal to endorse the CUNY Council of Faculty Governance Leaders' Resolution opposing the new annual presidential evaluation of department chairs: Proponent: Faculty Senate Executive Committee**

The Senate unanimously passed a motion endorsing the resolution of the University Faculty Senate's Executive Committee and of the CUNY Council of Faculty Governance Leaders opposing the newly established requirement that college presidents evaluate department chairs. The Resolution [the text of which is available from the Senate office] contains four "resolved" clauses: that the Council of Faculty Governance Leaders [CFGL], which includes the UFS Executive Committee, "unanimously condemns this assault on faculty governance"; that the CFGL "calls upon the Chancellor immediately to withdraw this initiative"; that the CFGL requests each college council/faculty senate "formally to endorse this resolution"; and that the CFGL "urges the faculty, by a vote at the next scheduled department meeting, to support department chairpersons in resisting this proposed practice and to refuse cooperation in its implementation." Endorsement of the Resolution was unanimously approved.

**6. Proposal to change the timetable for the selection of candidates for honorary degrees: Proponent: Faculty Senate Executive Committee**

The current timetable of nominations to the Honorary Degrees Committee in October and consideration of recommended candidates by the Senate in December, then followed by the requisite approval by the President, Chancellor, and Board of Trustees, results in a very tight timeframe during which to invite the candidates to May commencement, especially if there is a delay in the process following the Senate's December action. If the candidates are not available to attend commencement, a requirement of the Board of Trustees, there is little or no time to consider, recommend, and obtain approval for other candidates. One result is that some years we have not had the diversity of candidates (including diversity of academic disciplines) that is both desirable and appropriate for the occasion.

As a result, the Senate's Executive Committee, with the endorsement of the Committee on Honorary Degrees, is proposing that the deadline for nominations be established by the Committee so that the Committee on Honorary Degrees may present its recommendations to the Senate in May, at the Senate's May all-day meeting. In this way, the full approval process can be completed by early Fall, giving sufficient time to both invite recipients and to consider other candidates should any potential recipients be unable to attend. A corollary proposal by the Senate's Executive Committee, again with the Honorary Degrees Committee endorsement, is that to facilitate this change in timetable, the election for the members of the Committee on Honorary Degrees be shifted to late Fall or early Spring rather than the current schedule of May elections. The Senate commended the proposals and approved them by unanimous vote.

The Senators were, therefore, invited to submit to the Senate's Executive Committee, prior to the Senate's next meeting, nominations of faculty to serve on the Committee on Honorary Degrees. Four

positions on the 7-member Committee on Honorary Degrees will become vacant next semester: the terms are for three years and are staggered. The Senate will vote on the election slate at its next meeting, and the election, in which all full-time faculty vote, will take place in February, so that the Committee can begin the selection process so it may bring its recommendations for honorary degree candidates to the Senate in May 2001 for the May 2002 commencement. To serve on the Committee on Honorary Degrees, faculty must be tenured and hold the rank of associate or full professor.

#### **7. Election of Faculty Senate Budget Committee**

Senators Kirk Dombrowski, Amy Green, Karen Kaplowitz, and Professor Tom Litwack were elected to the Senate's Budget Committee. Last May, at the first meeting of this year's Senate, Professor Litwack had been elected as the chair of the Committee but the membership had not been formally approved. The election was unanimous.

#### **8. Discussion of the declining participation of JJ students in the CUNY BA Program: Senator Betsy Gitter [Attachment A]**

President Kaplowitz congratulated Senator James Malone for his recent appointment as John Jay's new coordinator of the CUNY Baccalaureate Program – usually referred to as the CUNY BA Program – at our campus. Senator Malone said he is pleased that Senator Gitter submitted this issue for the agenda and that the Executive Committee placed it on the agenda because he, too, is very concerned about the declining participation of John Jay students in this wonderful program. Senator Betsy Gitter, who is the chair of the CUNY-wide faculty committee on the CUNY BA Program, said she had asked to have this issue placed on the agenda because she wanted it reported in the Senate Minutes so that faculty could be on the lookout for independent, bright students who might qualify. She said John Jay used to have the second largest population of students in the CUNY BA Program but the number of our students who have been participating in the Program has been diminishing significantly in the last few years.

Senator Malone said that students can create their own majors, not only majors not offered by John Jay but even majors not offered at any of the CUNY colleges. The students may take all the courses they wish at John Jay, which is their home college, and may take any courses, with the approval of their faculty advisor, at any other CUNY campus, without having to obtain a permit. They are students of CUNY. President Kaplowitz said the program is especially important for John Jay because we have no liberal arts majors: students who become excited by a discipline because of a required or elective course here and decide to major in that discipline think they must transfer to another college because we don't offer a major in that field. But, instead, students can remain at John Jay and still major in a discipline other than those we offer. Our students have really loved the CUNY BA Program because they are very happy at John Jay and, thus, have the best of both worlds. The CUNY BA Program is not only an excellent retention tool but it provides a pool of students who are potential enrollees in our elective courses in disciplines in which we do not offer majors.

Senator Will said she has a student for whom the program would be very good but, as a new faculty member, she does not know where to find information about the program to share with the student. Senator Malone said he will provide the Senate's Executive Committee with an information sheet that fully explains the program. President Kaplowitz suggested that the document be distributed to the faculty in the form of an attachment to these Minutes [Attachment A].

**9. Discussion of a proposed Council of Chairs/ Faculty Senate joint operational assessment of academic support facilities and services**

President Kaplowitz reported that the Council of Chairs voted to conduct an operational assessment of academic support facilities and has invited the Senate to join with the Chairs in this initiative. She distributed a document developed by Professor Ned Benton outlining the proposal. Senator Edward Green asked whether in the College's present fiscal circumstances, an operational assessment would not be meaningless. President Kaplowitz said the proposal was made precisely because of the budget cuts: we have already been told that the budget problems will mean less cleaning of classrooms and offices, and we need to get a measure of what is happening now so that we can track the effect of cuts and so we can measure the impact of those cuts. The Senate voted to support the initiative in principle and to ask the Chairs to develop a fuller proposal which the Senate can consider.

**10. Invited guest: Vice President for Professional Development & Training Mary DiPiano Rothlein on John Jay's fund-raising plans, activities, and goals [Attachment B]**

Vice President Mary Rothlein was welcomed and she thanked the Senate for having invited her and for being interested in the important issue of increasing sources of revenues for the College.

Vice President Rothlein said that the efforts of her Office had been concentrated for the past ten years on obtaining the funding for Phase II. Now that this has been accomplished, with funding from the State Legislature, and an architect having been selected, her Office is turning its attention more fully to fundraising activities. The document she provided to the Senate in preparation for today's meeting included an October 13, 2000, letter from President Lynch to Chancellor Goldstein in response to the Chancellor's request to presidents that "all colleges will have a five-year fundraising plan with annual goals" as part of CUNY's Performance Goals and Targets initiative. In his letter, President Lynch identified "major components currently in place: Alumni Association dues, gifts, and revenues; the Jerry McCabe Fellowship Program which supports an exchange between John Jay faculty, students and alumni and members of An Garda Siochana, Ireland; the Friends of the Lloyd George Sealy Library; the Forensic Psychology Research Center, which supports faculty research activities which include participation from students." A new initiative is also identified in the letter, which VP Rothlein spoke about: the establishment of the Stephen E. Smith Center for Electronic Commerce Security and Integrity.

The President's letter included two attachments: one a 5-year fundraising plan [Attachment B] and, second, a report of FY2000-2001 gifts, which lists the following:

\$25,000 from Professor Emeritus Donal E. MacNamara to establish the Donal E. MacNamara Award for Young Faculty (unsolicited);

\$10,000 grant from Anheuser-Busch to underwrite the fall and spring editions of *The Informer*, a John Jay newsletter;

\$7,500 pledged by the United Swiss bank for the Children's Holiday Party;

\$6,000 given anonymously for the Children's Holiday Party;

\$2,500 scholarship given by the National Organization of Italian-American Women;

\$1,000 grant from Penn Plaza Brokerage, Ltd., for the Alumni Association;

\$700 grant from Liberty Mutual Insurance for the Alumni Association;

15 personal computers and other auxiliary equipment, valued at \$40,000, from the Department of Commence.

Total in gifts for FY2000-2001: \$92,700

In reviewing the document listing the above and the 5-year fundraising plan [Attachment B], Vice President Rothlein explained that unlike most of the other CUNY colleges, John Jay does not have a full-time development office and, therefore, the work of fundraising has to be tacked onto someone else's full-time job. At present the Alumni Office, which reports to her, handles some of the work. She explained that the membership fee to belong to the Alumni Association has been deliberately kept low but, despite this, membership in the Alumni Association remains very low. She said that efforts to raise money for the Library through the Lloyd Sealy annual lecture have not been successful and so she is pleased that the Senate wanted to hear from her as to ways more money can be raised for the Library.

She said she is very pleased that the College is establishing the Stephen E. Smith Center for Electronic Commerce Security and Integrity and spoke about e-commerce as the most important area of white collar crime because it is both new and because it involves billions of dollars, so this seemed to be an area where John Jay could meet a felt need and potentially raise funds. She spoke about working with the Secret Service cybercrimes workforce.

Senator Gitter said the Faculty Senate is very troubled by the extreme underfunding of our Library and is interested in Vice President Rothlein's efforts to raise money for the Library. Senator Gitter suggested that we create a culture at John Jay in which people donate money to the John Jay Library, in honor or in memory of friends and relatives but, Senator Gitter said, she would not ask her friends to donate the money they would have otherwise spent for her birthday to the Library unless she were certain that Vice President Rothlein and her Office could promise that appropriate letters would be sent, letters thanking each donor and letters notifying the honoree that money for the Library was given in that person's honor. She said those who suffer a loss of a family member never think to ask that contributions in memory of the person be made to our Library: the culture of doing so has to be developed but there has to be appropriate College responses to such gifts. Vice President Rothlein gave her promise that such letters would be sent to both the donor and to the person honored or to the family of the person memorialized.

Senator Guinta said that at some colleges retired faculty are invited and encouraged to do some of the work involved in fundraising. Vice President Rothlein said she could certainly use volunteers and called that an excellent idea. Senator Laura Richardson recommended that phonathons be held to raise funds. Senators Marsha Clowers and Janice Dunham each spoke of regularly receiving phone calls from faculty and students at the colleges from which each graduated and called that an effective way to raise funds: both said they invariably give money in response to such calls. Suggestions were made for raising funds in connection to the faculty chosen annually as the teacher of the year: it was suggested that faculty so honored could draw attendance from among alumni at a fundraising event, such as a luncheon.

Vice President Rothlein was thanked for accepting the Senate's invitation and she thanked the Senate for its invitation and for the excellent discussion and ideas.

By a motion duly made and carried, the meeting was adjourned at 5 PM.

Respectfully submitted,

Edward Davenport  
Recording Secretary

Established in 1971, The City University of New York Baccalaureate Program is CUNY's only university-wide individualized bachelor's degree program. Working one-on-one with CUNY faculty mentors, students create their own "areas of concentration" (majors), many of which are interdisciplinary. Examples include *Disability Studies*, *Psychology of Consumer Behavior*, *Artistic Traditions in Religion*, *Afro-Caribbean Urban Studies*, and *Environmental Biology*. Students may take courses at any CUNY college, including the CUNY Graduate Center, as they pursue their degrees.

Whom does the Program serve?

- ▶ highly motivated, responsible students with the vision and drive to design their own degrees;
- ▶ most students in the Program are working adults; many are raising families;
- ▶ 80% are over 25 years old (49% are over 35 years old);
- ▶ more than 50% are members of minority groups;
- ▶ a significant number are returning to school, often after a hiatus of anywhere from 5 to 30 years.

Where do CUNY Baccalaureate students come from?

Students come to the Program from within CUNY as well as outside of CUNY. The Program is particularly well-suited for students who want to pursue an area of concentration not available in their CUNY college (or any CUNY college) as a major, as well as for working adults who need a flexible program to earn their degree and those who can benefit from the Program's comprehensive transfer policy.

The Program recruits students for all the CUNY campuses. Every CUNY Baccalaureate student must be (or become) matriculated in a CUNY college. The student's college of matriculation receives the tuition, fees and headcount; the college(s) the student attends receives the FTEs; the student's first senior college of matriculation receives the graduation "credit" when graduation statistics are calculated.

What are the Program's academic standards?

CUNY Baccalaureate students:

- ▶ must present the admissions committee with an academic reason for applying (e.g., a desire to complete an interdisciplinary area of concentration), a proposal for their area of concentration, a GPA of at least 2.5 (the average GPA upon entry is 3.1), and at least one letter of recommendation from a faculty member;
- ▶ must maintain a minimum average of 2.5 overall and in the area(s) of concentration(s);
- ▶ must complete a 13-course liberal arts and sciences distribution requirement;
- ▶ work closely with at least one full-time CUNY faculty mentor who ensures that the area of concentration is academically valid and is geared toward future graduate-level study. Over 500 CUNY faculty members serve as mentors;
- ▶ are regularly among the recipients of Ronald E. McNair Postbaccalaureate Research Grants, Kennedy Fellows Program Scholarships, Thurgood Marshall Scholarships and Belle Zeller Scholarships, among others.

The Program has a 72% graduation rate; approximately 50% graduate with honors. 45% of the Program's graduates have earned master's degrees; 12% have earned doctorates. Other graduates have received promotions or raises in their current positions or have begun new careers.

The CUNY Baccalaureate Program has received grants from the Diamond and Ford Foundations, the CUNY Consortium for the Study of Disabilities, and the CUNY Workforce Development Initiative. The Program also has its own academic fellowship program, established by the Thomas W. Smith Foundation, which supports both part-time and full-time study.

**John Jay College of Criminal Justice**  
**Projected fundraising goals over the next five years**

<b>Foundation Programs</b>	<b>2000-2001</b>		<b>2001-2002</b>		<b>2002-2003</b>		<b>2003-2004</b>		<b>2004-2005</b>
Steven E. Smith Center	\$400,000		\$420,000		\$441,000		\$463,050		\$486,202
Alumni Association Annual Giving	\$104,500		\$109,725		\$115,211		\$120,972		\$127,021
McCabe Fellowship Program	\$30,000		\$31,500		\$33,075		\$34,729		\$36,465
Lloyd Sealy Library	\$10,000		\$10,000		\$10,000		\$10,000		\$10,000
Forensic Psychology Research Center	\$50,000		\$50,000		\$50,000		\$50,000		\$50,000
<b>Yearly Total</b>	<b>\$594,500</b>		<b>\$621,225</b>		<b>\$649,286</b>		<b>\$678,751</b>		<b>\$709,688</b>

Updated 11/06/2000

ATTACHMENT B