

## **Faculty Senate Minutes #213**

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

**April 19, 2001**

**3:15 PM**

**Room 630 T**

**Present (23):** Shevalatta Alford, Edward Davenport, Kirk Dombrowski, Janice Dunham, Robert Fox, Amy Green, Edward Green, Lou Guinta, Karen Kaplowitz, Kwando Kinshasa, Maria Kiriakova, Sandra Lanzone, Gavin Lewis, James Malone, Peter Mameli, Daniel Paget, Rick Richardson, Margaret Wallace, Robin Whitney, Agnes Wieschenberg, Susan Will, Marcia Yarmus, Liza Yukins

**Absent (14):** Jama Adams, Luis Barrios, Sandy Berger, Orlanda Brugnola, James Cauthen, Elsie Chandler, Marsha Clowers, P. J. Gibson, Betsy Gitter, Emerson Miller, Helen Ramsaran, Laura Richardson, Lydia Segal, Carmen Solis

**Guests:** Professors Tom Litwack, Bonnie Nelson

1. Announcements from the chair
2. Adoption of Minutes #212 of the April 4, 2001, meeting
3. Invited Guest: Mr. Geza Veszter: Recipient of the Senate CUNY BA Outstanding Scholar Award
4. Report on the actions of the April 5 meeting of the College Council
5. Election of 2001-2002 Faculty Senate At-Large Members to the 2001-2002 College Council
6. Discussion on "JJ Web Site Policy Advisory Committee Report": Sen. Guinta & Prof. B. Nelson
7. John Jay Faculty Senate Constitution: Senator James Malone
8. John Jay's Barnes & Noble Bookstore

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

At John Jay's request, an architect, Ms. Ynes Leon, has been hired by the New York State Dormitory Authority (DASNY) to be a liaison between John Jay, DASNY, and Skidmore, Owings & Merrill, the Phase II architectural firm approved by the CUNY Board of Trustees. The architect will begin on April 23, have her office in T Building, and be our on-campus expert, to advise and guide us as Phase II is designed and built. DASNY has agreed to pay her salary. Ms. Leon will report equally to Vice President Pignatello and to Vice Chancellor Emma Macari.

#### **2. Adoption of Minutes #212 of the April 4, 2001, meeting**

By a motion made and carried, Minutes #212 were adopted.

**3. Invited Guest: Mr. Geza Veszter: Recipient of the 2001 Faculty Senate CUNY BA Outstanding Scholar Award in the Liberal Arts/Humanities**

Mr. Geza Veszter, whose GPA is 3.96, was congratulated for having been selected to receive the Faculty Senate's CUNY BA Outstanding Scholar Award in the Liberal Arts/Humanities. He expressed his appreciation and was applauded. (Ms. Rosaleen Crotty, recipient of the 2001 Faculty Senate CUNY BA Outstanding Scholar Award in the Social Sciences/ Professional Sciences, is planning to come to a Senate meeting later in the semester.)

**4. Report on the actions of the April 5 meeting of the College Council**

On April 5, the College Council unanimously approved the resolution which originated with the Faculty Senate and which was brought by the Curriculum Committee whereby American Sign Language will henceforth be treated the same as all other languages in fulfilling the foreign language graduation requirement of John Jay College. This is now, therefore, John Jay policy.

**5. Election of 2001-2002 Faculty Senate At-Large Members to the 2001-2002 College Council, as representatives of the Faculty Senate.**

The Charter of John Jay College provides that the Faculty Senate may fill up to 8 of the 28 faculty seats on the College Council from among the 17 faculty elected to the Faculty Senate as at-large representatives. Secret written ballots were distributed. The Senate elected the following seven (7) At-Large representatives on the 2001-2002 Senate to serve on the 2001-2002 College Council:

Orlanda Brugnola (AMP)	Rick Richardson (Sociology)
Edward Green (Mathematics)	Carmen Solis (SEEK)
Karen Kaplowitz (English)	Agnes Wieschenberg (Mathematics)
Laura Richardson (Counseling & Student Life)	

This means that an additional seat is to be allocated as a second seat to the largest academic department based on the method of determining size as required by the Charter: the number of full-time faculty plus half the number of adjunct faculty in each department the previous Fall (2000) semester; therefore, the English Department will have two departmental seats and the other academic departments will each have one seat.

**6. Discussion and comment on the draft "John Jay Web Site Policy Advisory Committee Report": Senator Lou Guinta & Professor Bonnie Nelson [Attachment A1-A3]**

An Advisory Committee to develop a John Jay Web Site Policy had been appointed by President Lynch, chaired by Dean James Levine, comprising, among others, the co-chairs of the Faculty Senate Committee on Technology, Senator Lou Guinta and Professor Bonnie Nelson. The Advisory Committee's proposed policy has been submitted to President Lynch and is now being presented for discussion and comment by the Faculty Senate prior to its submission to the College Council for its action. Originally it was to be submitted to the College Council for the May meeting but Dean Levine

has decided to provide sufficient time for the Senate's, and others', comments and to reconvene the Committee to discuss those comments and to then submit the document to the College Council in the Fall [Attachment A1-A3].

Professor Bonnie Nelson provided background on the proposed College policy on web pages [Attachment A1-A3], explaining that the origin can actually be traced to the Faculty Senate's Technology Committee and to the Faculty Senate because a few years ago the Faculty Senate Technology Committee decided there should be a policy about faculty web pages and, therefore, the Senate Committee developed a draft policy statement and proposed it to the Faculty Senate. The Senate, after amending the draft statement, approved it, on December 11, 1998, and distributed it to the faculty and the administration. She noted that before presenting the proposed policy to the Faculty Senate, the Senate's Technology Committee had consulted with the then Vice President for Legal Affairs, Robert Diaz, and that Vice President Diaz had been reluctant to go forward with a policy that addressed only faculty web pages and had wanted, instead, to wait until a policy could be developed that addressed web pages for all segments of John Jay College. Vice President Diaz had said he would act to move such a policy forward but that never happened. So the Faculty Senate Technology Committee submitted its proposed policy to the Faculty Senate which amended and passed it, naming it the "Faculty Senate Statement on Faculty Web Pages."

Then this fall, Professor Nelson explained, when the Office of Professional Development started having responsibility for John Jay's web pages, that Office felt they needed a College-wide policy and the impetus, as far as she knows, came from that source. Representatives of that Office came to the Faculty Senate Technology Committee to discuss the issues involved and the result was that the Senate Technology Committee suggested that there should be a College-wide committee and that Dean James Levine should chair it. The Advisory Committee met many times. She and Senator Lou Guinta were members of this Advisory Committee representing the faculty, as did Dean James Levine. The other members were: Mary Koonmen (who replaced Marvin Weinbaum) representing DoIT; John Taveras (Office of Professional Development); Jerry Capeci (Director of Public Relations); Hector Ortiz (Office of Student Development); Debbie Bourne (a graduate student); Shawn Varghese (John Jay's webmaster).

Senator Lou Guinta said the Advisory Committee worked very diligently and collectively and that consensus was reached on all issues. The document was distributed to all members of the Senate Technology Committee, who provided feedback to the Advisory Committee which, by and large, was incorporated. He called this document evidence of how far the faculty have come in being involved in a meaningful way in making technology policy; several years ago faculty had very little if any say in decisions involving technology, especially with respect to curricular issues. The Senate's Technology Committee has turned that around and is seen as a decision-making body and is involved in the policy making process. Faculty are now very involved in a very consultative process. He added that it is fully expected that the Faculty Senate may propose changes to the document and he said he is glad the item was placed on the agenda by the Senate's executive committee as soon as it had been submitted as an agenda item. He praised Professor Bonnie Nelson for researching the issue by reading the web page policies of many colleges and universities throughout the United States, some of which were very restrictive policies and some very flexible.

Professor Nelson added that when the Advisory Committee completed the proposed policy, the Advisory Committee met with President Lynch who was very supportive of the document and who also was very supportive of the Advisory Committee's recommendation that the proposed policy should be presented for comment by other bodies, specifically the Faculty Senate, and that the final version should have official approval by the College Council, because in that way it would be a policy that the entire



College community would have supported. She added that it is her belief that no one has a vested interest in any of the wording of the three-page document [Attachment A1-A3].

Professor Nelson added that the part of the proposed policy that deals with unofficial faculty and professional staff web pages [Attachment A-2] is almost exactly word-for-word what the Faculty Senate approved as its "Faculty Senate Statement on Faculty Web Pages": there are only two additions: the first addition is at the end of the first paragraph: "Therefore, it is the policy of John Jay College that all faculty and professional staff are entitled to use a John Jay server for their own unofficial pages" (this had not been included in the Senate's "Statement"). Also added is the last paragraph which states that faculty [and staff] members "availing themselves of John Jay College web services for unofficial web pages must sign a statement acknowledging that they have read the John Jay College Web Site policy and will abide by it." Otherwise, it is a verbatim restatement of the Senate's "Statement." Senator Lou Guinta added that the entire deliberation was based on the Senate's "Statement on Faculty Web Pages." He added that John Jay is ahead of the curve at CUNY in taking on this issue.

Vice President Amy Green asked how this policy applies, if at all, to course web sites on, for example, Blackboard and whether such sites would be considered official or unofficial. Professor Nelson and Senator Guinta said that although the courses are on John Jay web servers, they are not web pages and, more importantly, they are not open to the world because access to them is restricted and requires a password and, therefore, the web page policy would not be applicable. But, they added, further clarification on this issue would be useful.

Senator James Malone said that since college professors are officers of the institution, he does not understand how faculty could generate web pages that are not "official." Senator Guinta said official web pages are for those entities which generate official College policy and that are named in John Jay's Charter of Governance, for example. He further explained that individuals who want to have their own web page would have unofficial web pages because those are web pages of individuals and not of official bodies. Professor Nelson added that the distinction is whether the web page is for those who are speaking for the College and, if so, the web page is "official"; otherwise, it is "unofficial." She said faculty would probably not wish to represent the College with their web pages and by making their web pages "unofficial" the faculty are given much more freedom.

President Kaplowitz suggested that on the first page of the document [Attachment A-1], in the section entitled "Official Pages," the last line of the first paragraph which speaks of "units of John Jay College that are authorized to communicate official business in support of the College's overall mission" be amended whereby the phrase "authorized to communicate official business" is changed to "authorized to conduct official business." She explained, as an example, that the various John Jay institutes exist to conduct College business, that of research and teaching, but not to communicate official business; rather whatever they communicate is on their own behalf. Similarly, the Student Council represents the students but not necessarily the College, just as the Faculty Senate represents the faculty but not necessarily the College, and so forth. Professor Nelson said the Advisory Committee felt that these entities do represent the College. Senator Janice Dunham said it is true that they do represent the College but everything these entities say does not necessarily represent the College and, therefore, the phrase "communicate official business" is, perhaps, not the best possible phrase.

Senator Dunham, noting that the College bodies listed in the paragraph being discussed should include the Faculty Senate, asked whether were the Senate to pass a motion that the President of the College did not agree with, would that motion be official College policy because it is posted on an official web page. Professor Bonnie Nelson said the document does not speak of official College policy but rather about official statements of official College bodies. The Faculty Senate is an official body

and its policy statements are its official statements. Senator Dunham said that although we at John Jay understand the role each official body plays at the College, someone in California reading one of the John Jay official web pages may think that the statements on those page are the policies of the College when they might not be. Professor Nelson said if the page says, "Faculty Senate Page," clearly the page speaks for the Faculty Senate and is an official page because the Faculty Senate is an official body but that does not mean it is College policy.

Senator Dunham suggested that the phrase "communicating official business" is too ambiguous. She said the term "faculty senate" at some colleges refers to the college's governance body, such as at CCNY, whereas at John Jay the governance body is called the College Council. So someone who is reading the Faculty Senate page at a college whose governance body is called the faculty senate might very well view our Senate's page as "communicating official business" of the College.

Senator Malone said the issue being raised is of great importance because it is about the distinction between conducting and communicating official business. President Kaplowitz said she wonders if, for example, student clubs, which are included in the list of official bodies, are "authorized to communicate official business." Professor Nelson said the Committee struggled with that issue.

Senator Dombrowski said he thinks Karen's proposed change would address the concerns being raised because although part of conducting official business might include communication, the current language suggests that these groups exist for the purpose of communicating official business. Senator Rick Richardson suggested that the sentence should state that these entities have official pages in order to communicate the official policies of those entities. Professor Tom Litwack agreed, suggesting that the change be: "... authorized to communicate on behalf of official entities of the College." He added that, as Senator Dunham has said, the Faculty Senate should be included in the list of official entities because the Senate is the official voice of John Jay's faculty.

Vice President Amy Green asked who would be determining which entities are official; for example, she chairs the Women's Studies Committee, which is not named in the Charter and is not a department, center, or institute, and yet the Women's Studies Committee runs the Gender Studies Minor. Who, she asked, does the Advisory Committee envision to be the one who determines whether a unit is "official." Professor Nelson said the intent of the phrase in question is for the purpose of actually defining what an "official body" is. President Kaplowitz said then Senator Rick Richardson's and Professor Litwack's suggested language would not be acceptable to the Advisory Committee because it subverts that attempt. Professor Nelson agreed, adding that the Advisory Committee did not want to list every group because to do so would be to exclude future entities from being designated as official for this purpose.

Senator Janice Dunham said another example of an entity that is potentially problematic is the Council of Chairs which passes resolutions, and so forth, but is neither named in the Charter of Governance, nor has a charter or constitution or bylaws. She asked whether the Council of Chairs would be given an official web page. Senator Malone said every entity within the College that is not named in the College's Charter is an ad hoc group and is not official; he noted that the Charter of Governance is a document which has been approved by the Board of Trustees. Senator Daniel Paget said we seem to be struggling between two tasks: one, very large task, that of determining what the official entities of the College are, which may well be beyond the nature of our responsibility today, and a second task, which is the question of a mechanism for determining what an official entity is. He said he believes the latter is the question that has to be decided first.

President Kaplowitz asked whether the Committee is proposing the person or organization that

would have the authority to say yes or no to those asking for an official web page. Professor Nelson said the person would probably be John Taveras, who works in Vice President Rothlein's Office and is responsible for "The Weeks Of" and the homepage (along with the webmaster). The question was raised as to whether a single staff member should be able to say to the Council of Chairs, for example, that they are not official and can not have an official web page.

Senator Kirk Dombrowski said that when he read the draft document from the Advisory Committee he assumed that official entities are those named in the Charter of Governance and that any other groups are unofficial bodies. Senator Guinta said the Committee envisioned that each entity named in the College Bulletin would be deemed official and would merit an official page and so each academic department would have an official page as would the Registrar and so forth; in other words, these are entities whose statements posted on official web pages the College will back. And so if the Science Department's official web page lists its course requirements, it would be listing only those requirements that had been approved by the Curriculum Committee and then by the College Council (and by the Board of Trustees). President Kaplowitz noted that although the Faculty Senate is named in the John Jay Charter of Governance, and is the official voice of the faculty, and is so recognized by the College administration and by the CUNY Board of Trustees, it is not named in the College Bulletin and, therefore, by that criterion would not be official.

Senator Paget said the web page policy needs to be either more specific or more vague but in either case what is needed is a clearly stated mechanism for making decisions about these issues. Professor Litwack suggested that, in addition to the College Council, there are four official groups at the College: academic departments, administrative departments, the Faculty Senate, and the Student Council. Everything else in the proposed policy – centers, institutes, student clubs – is secondary, which does not mean that they should not receive official web pages but they should be designated as meriting official web pages by either the President of the College or by the College Council; if the President makes a decision with which the College Council disagrees, the College Council could vote to overrule the President. But, he added, the Senate must be recognized as an official body.

Vice President Amy Green noted that the proposed document makes a crucial differentiation between official and unofficial web pages: unofficial web pages are to be free from censorship. She asked whether the Committee means by this that official web pages are to be subject to censorship. Professor Nelson and Senator Guinta replied in the affirmative, explaining that official web pages are to be subject to censorship, because they speak for the College. Professor Nelson said that is the reason for the division between official and unofficial web pages: faculty and staff would not want their pages to be censored and, therefore, would have "unofficial" pages.

President Kaplowitz said that, in other words, the proposed policy provides that, for example, the Faculty Senate web page, as an official web page, could be censored and she asked who would have the authority to censor it. Professor Nelson said that, as stated in the policy [Attachment A-1], a person in each entity that has an official web page is to be identified as the person who is responsible for that entity's page; in the case of the Faculty Senate, the President of the Senate would be responsible for making certain that everything on the page is accurate. But, President Kaplowitz asked, what if the content is accurate but the content is not pleasing to, for example, the College administration. She gave as an example: suppose the Faculty Senate passed a resolution declaring no confidence in the Vice President for Theology (a position we would never have and, therefore, useful for this discussion) and that resolution were posted on the Senate's official web page and the President of the Senate made certain that the text was precisely the text that the Senate had approved. Could someone decide to remove this resolution from the web page because it is an official web page, she asked, noting that the proposed policy does not say that the responsible person can not be overruled.



President Kaplowitz said with regard to the issue of censorship that the Senate Technology Committee and the Senate were adamant when developing the “Senate Statement on Faculty Web Pages” that there is not to be censorship, that academic freedom must be honored. But here is a proposed policy that permits censorship of content. Senator Rick Richardson said that we need a policy that addresses the mechanisms for ensuring that the policy is administered in an acceptable way.

Professor Nelson said that this proposed policy was designed to give as much freedom as possible. She said some web page policies specify exactly what fonts have to be used, what format, and so on, with no deviation permitted. She said that John Jay’s proposed policy was designed to give different bodies as much freedom as possible; the only limitation is that, as stated in the second paragraph of that section: “Designated representatives of the above-mentioned John Jay College units will be responsible for assuring that the information on the official web pages is accurate, current, reflects the policy of the College and the City University of New York, and conforms with all state and federal laws.” The intent, she explained, was that the person who is responsible for an official web page is required to make certain the page conforms with those requirements. And so, the chair of a department would be responsible for the department’s page and, therefore, no one could put anything on that page that is antithetical to the department or to the College. But, on the other hand, if a faculty or staff member wants to have an unofficial page, that person can say anything she or he wishes.

President Kaplowitz asked whether this means that any information on official web pages, however accurate the content, would be subject to censorship if that content does not reflect “the policy of the College or of CUNY.” She said that could arguably include resolutions opposing CUNY’s elimination of remediation or resolutions opposing CUNY’s inequitable allocation of college budgets.

Senator Guinta said he thinks this draft policy as written is a very flexible policy and is not going to inhibit anyone because it is so flexible. He said he does not think, given the nature and spirit of the Advisory Committee’s discussions, that any official body will be denied an official web page. Senator Gavin Lewis said he agrees that the policy as stated is sufficiently broad and sufficiently narrow to address all the issues and is, on the whole, adequate to our needs. He added, however, that he thinks a potential problem is the issuing of official web pages to student clubs, given that such web pages are an instrument of power, and he thinks there might have to be a Committee that is responsible for deciding access to official web pages.

Senator Paget said that in that spirit he would suggest that there be no listing in the policy of the entities that are to be granted official web pages and that, instead, the policy state that official web pages are for “those units of John Jay College of Criminal Justice that are authorized to convey College policy.” Senator Paget said he is suggesting that at this time we avoid determining which bodies of the College are official.

President Kaplowitz said she thinks this is an important issue for two reasons: right now the culture of the College is such that people feel comfortable with a fluid approach to this issue but one can never know how or when such a culture might change. The second reason can be demonstrated with an example: the reason the Faculty Senate was first named in the Charter of John Jay College is because during the first years of the Senate’s existence, even after the faculty almost unanimously ratified by secret vote the Senate Constitution, thus endorsing the existence of the Senate, the vice president of administration at the time (who was Robert Pignatello’s predecessor) repeatedly stated that he would not deal with the Faculty Senate because the Senate, in his words, was not an official body. He refused to respond to memos, he refused to meet with the leadership of the Senate. So the Senate submitted a Charter amendment proposal to the College Council so that the Senate could be named in the Charter and, thus, become “official.” The amendment simply codified what had been taking place

since the beginning of the Senate: it stated that the President of the College would meet at least once a semester with the Faculty Senate to discuss issues of importance to each. The sole purpose of the introduction by the Senate of the proposed Charter amendment was to make the Senate “official” to that one administrator, albeit an important administrator. When the amendment was sent to the Board of Trustees, the Board asked for a copy of the Senate Constitution, which the Senate provided, and then the Board approved the Charter amendment. Only then did that vice president deal with the Senate. The point is we don’t know how a future administrator might view the question of official bodies and if this term is not defined there could be difficulties later on.

Senator Edward Green said he thinks the official web pages should say: this is the official web page of the Faculty Senate; this is the official web page of the College Council; and so on. President Kaplowitz agreed but said the problem is which bodies have the official pages. Senator Edward Green suggested that only bodies named in the Charter of Governance of the College can have official web pages and if a body is not named in the Charter, it would have to submit a Charter amendment proposal to the College Council and if approved, that is, if named in the Charter, would be “official.” Each time a body wanted an official web page it would have to propose a Charter amendment.

Senator Kwando Kinshasa asked what category the student newspaper would be included in. Professor Nelson said it is a student club and would, therefore, receive an official web page, according to the proposed policy. Senator Kinshasa said there recently had been an extremely controversial editorial in the student newspaper and if that editorial were to be on an official web page of the College, he wonders what kind of repercussions could arise. Professor Nelson said she would think that whatever rules govern the student newspaper would govern the student newspaper’s official web page. Senator Kinshasa questioned whether student clubs should have official pages because a posting on the web, which can be seen by millions, is very different from newsprint publication.

Professor Litwack said he thinks the Advisory Committee has done an excellent job developing this draft policy. He said he also thinks the issues raised by the Senate are extremely important and extremely problematic but that we should not try to decide them today. Professor Litwack added that he thinks we are focusing too much on the concept of “official bodies” and that instead of “official web pages” we could have “college” web pages which would be web pages of bodies of the College. President Kaplowitz said the key provision of the proposed policy is that unofficial pages may not use the John Jay and CUNY logos but official pages must use the John Jay and CUNY logos. So the issue is which entities use the John Jay and CUNY logos and, so, the issue is the same whether the term used is “official” or “college” web pages.

Professor Nelson said the draft policy was drawn up by the Advisory Committee without the help of a lawyer, because at present the College has no lawyer. When John Jay did have a College lawyer, Robert Diaz, he was very concerned about a range of issues and had wanted to hire a legal consultant who specializes in this field. She said she thinks at this point we should have legal advice. Senator Peter Mameli agreed, saying that without legal counsel to guide John Jay in this important and difficult area we will probably create problems that we can not now envision or anticipate. Professor Litwack said he strongly concurs about the need for legal counsel. President Kaplowitz suggested that the Senate commend the Advisory Committee for its work thus far and recommend that the draft policy be further worked on given the issues and suggestions made during today’s Senate discussion.

Professor Nelson said she would like to add that a key reason for the Advisory Committee’s wish that there be official web pages which would be the responsibility of a person in that department or organization is because she knows of some colleges where the Department of Information Technology creates and maintains the web page for every department and organization such as the



Registrar's Office but the Registrar has no say about what is included or omitted from that page. She said the Advisory Committee is against such an approach. Their wish is that a person from the relevant department or organization be responsible for that department's or organization's web page. President Kaplowitz commended that approach and the draft policy; she said the one conundrum is who gets the official web pages and who makes that decision, as well as the concomitant question about who if anyone should have the right to censor and what does censorship mean, whether it is simply to ensure accuracy or whether it has to do with content. She thanked Professor Nelson and Senator Guinta for bringing the draft policy to the Senate and for their diligent work. [The Senate applauded them.]

7. **John Jay Faculty Senate Constitution: Senator James Malone**

Senator James Malone said that the Faculty Senate Constitution should be printed in the College's Undergraduate and Graduate Bulletins, just as the Student Council Constitution is. Since a new printing of the John Jay Bulletins is imminent, he moved that the Senate recommend that the Faculty Senate Constitution, which was ratified by the faculty and is on file with the CUNY Board of Trustees, be printed as an appendix in the College's Bulletins. The motion was adopted without dissent. The vote was 22 yes, 0 no, and 1 abstention.

8. **John Jay's Barnes & Noble Bookstore**

Senator Kinshasa asked whether the administration is following up on whether the April 10<sup>th</sup> NY-1 television news report about John Jay's bookstore pricing practices is accurate and whether the administration is following up about the performance issues that the Faculty Senate has raised about the bookstore. President Kaplowitz said that she has been promised a copy of the audit by the CUNY Central Administration auditors with regard to the book pricing at John Jay's bookstore when it has been completed and she will provide a copy to the Senate when she receives it. As for the issues that the Senate and the faculty who responded to the Senate's questionnaire have raised, she suggested that perhaps the best way to have these issues addressed would be to submit as an agenda item for the May College Council meeting a request for a report on John Jay's bookstore from College officials and other, presumably B&N, officials. A motion was made authorizing President Kaplowitz to submit such an item to the College Council on the Senate's behalf. The motion passed by unanimous vote.

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

Respectfully submitted,

Edward Davenport  
Recording Secretary

&

Amy Green  
Vice President

&

James Cauthen  
Senator

## ATTACHMENT A-1

### **John Jay Web Site Policy Advisory Committee**

The following language was unanimously approved by the committee at its meeting on December 19, 2000.

#### **John Jay College Web Site Policy**

The John Jay College of Criminal Justice Web Site Policy governs the rights and obligations of the various entities that have access to, and are responsible for, the web pages that are placed on John Jay College web servers.

#### **Official Pages**

The official College website consists of the web pages published by all academic and administrative departments, centers, institutes, student government, student clubs and other units of John Jay College of Criminal Justice that are authorized to communicate official business in support of the College's overall mission.

Designated representatives of the above-mentioned John Jay College units will be responsible for assuring that the information on the official web pages is accurate, current, reflects the policy of the College and the City University of New York, and conforms with all state and federal laws.

The unauthorized use of copyrighted material and the inclusion of unauthorized advertising is prohibited. Official pages must include: 1) the logo and name of the college and CUNY; 2) links back to the College home page; 3) the name and e-mail of a contact; 4) accessibility to people who have visual impairments. The name of the content provider for the web page must be forwarded to the web-master.

Any links provided to other sites will be accessible and appropriate. Links to commercial sites are strongly discouraged, with the exception of resources licensed by the College and entities having formal affiliation with the college.

Two versions of the John Jay College Undergraduate and Graduate Bulletins will appear on the Web Site. An exact replica of the printed bulletin will be put in PDF format, serving as a statement of the degree requirements applicable to students entering John Jay the year the bulletin was printed. A continuously updated version of the bulletin which includes new courses and curriculum changes approved under the college's governance structure will be put in HTML format in order to keep information current.

## ATTACHMENT A-2

### **Unofficial Faculty and Professional Staff Pages**

Academic freedom is a cornerstone of the educational process. The Internet is a free flowing medium for information, dissemination, gathering, and exchange. World Wide Web pages developed by faculty constitute an important means of formulating and conveying knowledge, including statements of belief and opinion, to the university community and to the world at large. Therefore, it is the policy of John Jay College that all faculty and professional staff are entitled to use a John Jay server for their own unofficial pages.

Faculty-generated web pages that are on John Jay web servers are not official publications of John Jay College. Authors maintain ownership and have full responsibility for the content and distribution of that content and should strive to maintain high standards of intellectual and academic integrity.

Faculty and staff are responsible for compliance with existing federal, state and local laws, including, but not limited to, copyright law and laws regarding privacy of student information. In addition, web pages on John Jay servers must adhere to existing College and University policies. Examples of such policies are: The City University of New York Sexual Harassment Policy and the City University of New York Computer User Responsibilities Policy (See Appendix). Absent the violation of those laws or policies, the College should make no attempt to censor or in any way alter the content, distribution, and/or format of any faculty web page on John Jay web servers.

Faculty should be aware that their pages are public and will reflect on the College and on themselves. As a service to users, faculty should indicate on each Web page the date that the page was created or modified and the email address of the individual responsible for the page. Faculty who use the John Jay server for their own website are strongly encouraged to make it available to people who have visual impairments.

Faculty members availing themselves of John Jay College web services for unofficial web pages must sign a statement acknowledging that they have read the John Jay College Web Site policy and will abide by it.



**Unofficial Student Pages**

The basic purpose of a college is to educate students. John Jay College acknowledges the need for maintaining an environment that encourages learning while providing activities that help students develop moral and civic judgement. To further enhance a student's intellectual and personal growth, John Jay College provides students with access to the College web services. The College's web servers are valuable tools that help students learn, develop technological skills and provide public service. The Web is an efficient means for students to conduct research and to communicate effectively with college staff, fellow students, and the community at large.

Student-generated web pages that are on John Jay web servers are not official publications of John Jay College. Authors maintain ownership and have full responsibility for the content and distribution of that content and should strive to maintain high standards of intellectual and academic integrity.

Students are responsible for compliance with existing federal, state and local laws, including, but not limited to, copyright law and laws regarding privacy of student information. In addition, web pages on John Jay servers must adhere to existing College and University policies. Examples of such policies are: The City University of New York Sexual Harassment Policy and the City University of New York Computer User Responsibilities Policy (See Appendix). Absent the violation of those laws or policies, the College should make no attempt to censor or in any way alter the content, distribution, and/or format of any student web page on John Jay web servers.

Students should be aware that their pages are public and will reflect on the College and on themselves. As a service to users, students should indicate on each Web page the date that the page was created or modified and the email address of the individual responsible for the page. Students who use the John Jay server for their own website are strongly encouraged to make it available to people who have visual impairments.

Student web pages are not official communications of John Jay College. Therefore, the John Jay logo may not be used in such pages.

Students availing themselves of John Jay College web servers for unofficial web pages must sign a statement acknowledging that they have read the John Jay Web Site Policy and will abide by it.