

Faculty Senate Minutes #246

John Jay College of Criminal Justice

May 21, 2003

3:15 PM

Room 630 T

Present (28): Desmond **Arias**, Marvie Brooks, Orlandà Brugnola, Edward Davenport, Kirk Dombrowski, Janice Dunham, Joshua Freilich, Marilu Galvan, Konstantinos Georgatos, Amy Green, Norman Groner, Judith Hawkins, **Ann** Huse, Barbara Josiah, Karen Kaplowitz, Kwando Kinshasa, Tom Litwack, Evan Mandery, John Matteson, Lorraine Moller, Joseph Napoli, Dagoberto Orrantia, Ellen Sexton, Francis Sheehan, Sung Ha Suh, Alisse Waterston, Robin Whitney, Patricia Zapf

Absent (8): Effie Cochran, Michele Galietta, Betsy Gitter, Max Kadir, Jodie Roure, Liliana Soto-Fernandez, Davidson Umeh, Thalia Vrachopolous

Guests: Professors Yahya **Affinnih**, Jerry Markowitz

Agenda of the May 21 meeting

1. Welcome and introduction of Faculty Senate members
2. Announcements from the chair
3. Approval of Minutes #245 of the May 9, 2003, meeting
4. Explanation of the organization, history, and work of the Faculty Senate
5. Nominations and Election of the Faculty Senate Executive Committee
6. Election of the *Ex Officio* Faculty Senate member of the College Council
7. Election to fill a vacant Faculty Senate at-large seat on the 2003-04 College Council
8. Election of the Chair of the 2003-04 Faculty Senate Fiscal Advisory Committee
9. Approval of the proposed Calendar of meetings of the 2003-04 Faculty Senate
10. Report on the actions taken at the May 13 College Council meeting
11. Update on the Faculty Senate/Council of Chairs Class Size and Course Cancellation Policy approved by the College Council
12. Expression of Appreciation to Professor Timothy Stevens
13. Proposed Resolution on operable windows in Phase II
14. Proposed Resolution on class schedule
15. Proposed Resolution to co-sponsor an invitation to Dr. Kay Redfield Jamison
16. Discussion of the Phase II plan as presented to the College community on Tuesday, May 20

1. **Welcome and introduction of Faculty Senate members**

The 2003-04 Faculty Senators were each welcomed to this first meeting **and** introduced.

2. Announcements from the chair [Attachment A]

President Karen Kaplowitz reported that she continues her two-year term as Vice Chair of the University Faculty Senate. The other officers also elected by the UFS in May 2002, who also serve two-year terms and who are continuing in those positions, are **Susan** O'Malley (KCC): Chair; Lenore Beaky (LaGCC): Secretary; Martha Bell (Brooklyn): Treasurer.

The five at-large UFS executive committee members, each of whom serves a one-year term, elected by the UFS on May 13 of this year are: Stefan Baumrin (GSUC); Sandi Cooper (CSI and GSUC); Anne Friedman (Borough of Manhattan); Eda Harris-Hastick (Medgar Evers); and Manfred Philipp (**Lehman** College and GSUC). Bernard Sohmer (City College) serves *as ex officio*, having been the previous Chair.

On May 14, Professor Harold Sullivan (Government) ~~was~~ re-elected to serve **as** the **2003-2004** Chair of the Council of Chairs. *Also* elected to the Executive Committee of the Council of Chairs are Professors Ned Benton, Maureen O'Connor, and Timothy Stevens.

Faculty are invited to attend the sixth **annual** Awards Night ceremony on May 27, at which students whose academic achievements merit celebration will be honored, including the recipients of the second **annual** Faculty Senate CUNY BA Outstanding Scholar Awards.

The night before Commencement, President Lynch will host a dinner in his office for the four honorary degree recipients who will receive their honorary degree on May 29: David Burnham, Robert Drinan, **Alvin** Poussaint, and Alice Rivlin. Also invited to the **dinner** are the nominators of the honorary degree recipients as well as the members of the Committee on Honorary Degrees and the president of the Faculty Senate. The past year's Honorary Degree Committee members, were: Professors Jerry Markowitz (Chair), Todd Clear, Peter DeForest, Jannette Domingo, Elizabeth Hegeman, Jack Jacobs, and Maria Volpe.

Vice President **Kirk** Dombrowski said he is certain the Senate would want to know that Karen has just been appointed to serve as the faculty member on the Search Committee for the new CUNY Budget Director, the position that Ernesto Malave held before he was named Vice Chancellor for Budget and Finance. He added that Karen had been the faculty member on the Search Committee for Vice Chancellor for Budget and Finance earlier this year.

Written announcements were also provided [Attachment A].

3. Approval of Minutes #245 of the May 9, 2003, meeting

By a motion made and carried, Minutes #245 of the May 9 meeting were approved.

4. Explanation of the organization, history, and work of the Faculty Senate [Attachment B]

Our first Faculty Senate was created in the early 1970s (very differently structured than the current Senate) but was disbanded during the fiscal crisis of the mid-1970s when John Jay's existence was threatened. The Senate was created again in 1986 because the faculty decided it is critically important to have an official faculty body, so that faculty can deliberate and take positions about issues

as official representatives of their faculty colleagues. The Faculty Senate is the official faculty governance body of John Jay.

In addition, the College's governance body is the College Council, which has existed since the late 1960s: it now has 56 members: 28 faculty, 15 students, 5 HEOs (higher education officers who are administrators holding a rank lower than dean), 1 alumni/alumnae representative, 1 non-instructional staff, and 6 administrators (who are statutory members): the president, provost, vice president for student development, vice president for administration, dean of admissions and registration, and dean of graduate studies. In **addition**, four *ex officio* members can make motions but cannot vote: a member of the Faculty Senate; a member of the HEO Council; the business director; and the dean of undergraduate studies (the associate provost).

The Faculty Senate comprises all the faculty members who are members of the College Council and also the 17 faculty elected as at-large representatives to the Senate by the entire faculty: the 17 at-large representatives comprise 13 full-time faculty elected by the full-time faculty and 4 adjunct faculty elected by the adjunct faculty. Any faculty member may submit agenda items, attend Senate meetings, and participate in discussions. However, only Senate members may make motions and may vote [Attachment B].

Eleven years ago, the College Council approved an amendment to the Charter of John Jay College which gives the Faculty Senate the authority to elect representatives to the College Council from among its 17 at-large representatives. The amended Charter provides that the 28 faculty seats on the 56-member College Council shall be allocated as follows: "Each academic department shall be allocated one seat and the remaining seats shall be allotted according to any method duly adopted by the Faculty Senate" (I.3.a). The Senate, thus, may fill as many as 8 of the 28 faculty seats on the Council from among the incoming at-large members of the Senate, although the Senate may choose to fill fewer than 8 seats. Any seats unfilled by the Senate are allocated as a second seat to the largest academic departments [Attachment B].

Last month, the Senate elected seven of its 17 at-large members of next year's Faculty Senate as representatives on the 2003-2004 College Council: Professors Marvie Brooks, **Kirk** Dombrowski, Marilu Galvan, Elisabeth Gitter, Karen Kaplowitz, Joseph Napoli, and Francis Sheehan. This election must take place prior to May 1 so that the academic departments can be informed as to whether they have been allocated a second College Council seat; as a result of the number of seats filled by the Senate, the Department of English received a second seat on the 2003-2004 Faculty Senate and College Council.

In the Spring of 1988, the Constitution of the Faculty Senate was ratified by secret ballot of the entire full-time faculty: the vote was 168 to 10 to ratify the Constitution, which was a vote of support for the Senate, which had been in existence for two years.

The Faculty Senate Constitution was subsequently received by the CUNY Board of Trustees when the John Jay Charter of Governance ~~was~~ amended to include the following language: "The Faculty Senate: The Faculty Senate shall meet at least once each semester during the regular academic year with the President of the College to discuss matters of particular concern to the teaching faculty" (Article III, Section 2). (All Charter amendments must be approved by the Board of Trustees: when this amendment was sent to the Board, the Board reviewed the Faculty Senate's Constitution and, in voting to approve the Charter amendment, implicitly agreed that the Faculty Senate is the voice of the John Jay faculty, as stated in the Faculty Senate Constitution.)

A copy of the Senate's Constitution can be found in both the Undergraduate Bulletin and the Graduate Bulletin, in the John Jay Faculty Handbook, and online at the Senate's homepage, which can be found by going to the John Jay College website, or by going directly to

<http://www.jjay.cuny.edu/facultyStaff/facultySenate/constitution.asp/>. The Faculty Senate's homepage is at <http://www.jjay.cuny.edu/facultyStaff/facultySenate/>.

Each month one of the two Faculty Senate meetings is scheduled prior to the monthly College Council meeting so the Senate may discuss items on the College Council agenda for the purpose of informing itself about faculty concerns and faculty perspectives (as well as about the concerns of other groups whose perspectives are represented either in reports or directly when they write to the Senate or attend Senate meetings).

In addition, the Senate frequently adopts resolutions and transmits them to the College Council for action by the Council. The Senate also adopts resolutions for transmittal to the President of the College, to the Provost, to other members or organizations of the College, to the University Faculty Senate, to the Chancellor, to Vice Chancellors, to the *CUNY* Board of Trustees, and to elected and appointed officials.

The "Preamble" of the Faculty Senate Constitution states:

"The Faculty of John Jay College of Criminal Justice, having been entrusted by the by-laws of The City University of New York with responsibility for policy relating to admission and retention of students, health and scholarship standards, attendance, curriculum, awarding of college credit, granting of degrees, and the conduct of educational affairs customarily cared for by a college faculty, hereby establishes the John Jay College of Criminal Justice Faculty Senate in order to provide a formal means of representing faculty concerns to the administration of the College and the University and to provide a democratic forum for the deliberation of such matters and other matters upon which deliberation by the academic community may contribute to the well being of the University and the society which sustains it and looks to it for enlightenment."

(Preamble, Faculty Senate Constitution)

In writing the "Preamble," the authors of the Faculty Senate Constitution purposely included the language of the section of the CUNY Bylaws entitled "Duties of Faculty" (Section 8.6) because the duties, responsibilities, and prerogatives of the faculty are not just what John Jay's Senate says they are but what the CUNY Board of Trustees states they are, which is what the role of a college faculty historically is:

"The faculty shall be responsible, subject to guidelines, if any, as established by the board for the formulation of policy relating to the admission and retention of students including health and scholarship standards therefor, student attendance including leaves of absence, curriculum, awarding of college credit, granting of degrees. It shall make its own bylaws, consistent with these bylaws, and conduct the educational affairs customarily cared for by a college faculty."

(CUNY Board of Trustees Bylaws, Section 8.6)

The Senate issues resolutions because the Faculty Senate is the official "voice of the faculty" of John Jay College except in those areas (terms and conditions of employment) where the Professional Staff Congress is the voice of the faculty: Article I of the Faculty Senate Constitution: "Powers of the

John Jay Faculty Senate” states:

“The John Jay College Faculty Senate shall serve as one of the bodies of the College in the shaping of academic and educational policies. The John Jay Faculty Senate shall concern itself with matters of teaching, scholarship, research and any and all ~~other~~ matters related to faculty concerns as part of the educational mission of John Jay College. The Faculty Senate, acting ~~through~~ resolutions voted upon, shall be considered the voice of the faculty when making recommendations to the College Council, to administrative officials, or to ~~other~~ components of the College and the University, consistent with C.U.N.Y. by-laws, the Professional Staff Congress contract and academic freedom.”

(Faculty Senate Constitution, Article I)

Examples of Senate positions include issues relating to John Jay’s inequitable underfunding, John Jay’s need for new and additional facilities, class size and course cancellation policies, prerequisite checking and enforcement, compensation for faculty teaching independent study, raising admission criteria for associate and baccalaureate programs, the process by which honorary degree recipients are recommended, ending ROTC at the College because of the discriminatory policies and practices against gay and lesbian students, making the facilities accessible to people with disabilities.

During the past years, several people from outside John Jay have been guests of the Senate, some of whom have been guests several times:

- ◇ Chancellor Matthew Goldstein
- ◇ Interim Chancellor Christoph Kimmich
- ◇ Chancellor W. **Ann** Reynolds
- ◇ Executive Vice Chancellor for Academic Affairs Louise **Mirrer**
- ◇ Senior Vice Chancellor and Chief Operating Officer Allan Dobrin
- ◇ Senior Vice Chancellor and Chief Operating Officer David Freed
- ◇ Vice Chancellor for Budget and Finance Ernesto Malave
- ◇ Vice Chancellor for Budget and Finance Richard Rothbard
- ◇ Vice Chancellor for Construction & Buildings Emma Macari
- ◇ Vice Chancellor for Academic Affairs Richard Freeland
- ◇ Vice Chancellor for Student Affairs & University Dean for Academic *Affairs* Elsa Nunez
- ◇ **CUNY** Budget Director Ernesto Malave [now Vice Chancellor]
- ◇ CUNY Director of Facilities Construction Joanna Pestka
- ◇ CUNY Director of Facilities Planning Lia Gartner

Several members of the CUNY Board of Trustees have also been invited guests of the Senate during recent years:

- ◇ Trustee Jeffrey Wiesenfeld
- ◇ Trustee John Morning
- ◇ Trustee George **Rios**
- ◇ Trustee Jerome Berg
- ◇ Trustee Michael Crimmins
- ◇ Trustee Kay **Pesile**
- ◇ Trustee Sandi Cooper

Other guests of our Faculty Senate, during recent years, have been elected City and State officials:

- ◇ NYS Assemblymember Denny Farrell
- ◇ NYS Assemblymember Scott Stringer
- ◇ NYS Assemblymember Edward Sullivan
- ◇ NYS Assemblymember Richard Gottfried
- NYS Assemblymember (and later NYS Senator) Larry Seabrook
- ◇ NYS Senator Catherine Abate
- ◇ NYS Senator Franz Leichter
- ◇ Manhattan Borough President C. Virginia Fields

Regular guests of the Faculty Senate have been John Jay administrators: among the current administrators who have been the Senate's guests, many of them many times, are:

- ◇ President Gerald W. Lynch
- ◇ Provost Basil Wilson
- ◇ VP for Administration Robert Pignatello
- ◇ VP for External Relations Mary Rothlein
- ◇ VP for Student Development Roger Witherspoon
- ◇ Associate Provost Lawrence Kobilinsky
- ◇ Dean for Graduate Studies and Research James Levine
- ◇ Dean for Planning Rubie Malone
- ◇ Dean of Students Hector Ortiz
- ◇ Dean of Special Programs James Curran
- ◇ Director of DoIT Bob Banowicz
- ◇ Dean for Registration and Administration Richard Saulnier
- ◇ Director of Security Brian Murphy
- ◇ Dean for Human Resources Donald Gray
- ◇ Director of Development Jacqueline Hurd Daniels

Another important College body is the Council of Chairs, which comprises the chairs of all the academic departments, which currently number 20. Since the Senate's creation in 1986, the President of the Senate **has** attended the meetings of the Council of Chairs. There has always been an excellent working relationship between the Faculty Senate and the Council **of** Chairs.

Also important is the PSC Chapter, chaired by Professor James Cohen.

The College P&B Committee makes personnel and budget recommendations to the President. A subcommittee, the Budget Planning Committee, is chaired by Professor Ned Benton. The Faculty Senate President attends meetings of both the Budget Committee and the Budget Planning Committee.

The University Faculty Senate (UFS) comprises delegates from all CUNY colleges. John Jay's 2003-2004 UFS delegates are Professors Karen Kaplowitz, Evan Mandery, Joseph Napoli (adjunct representative), and Katherine Wylie-Marques. Professor Ned Benton is one **of** John Jay's alternate delegates. Elections must be held for two vacant seats and for at least **2** alternate seats.

Additional Senate responsibilities include recommending honorary degree candidates and, since 1988, sponsoring the Better Teaching Seminars.

5. Nominations and Election of the 2003-4 Faculty Senate Executive Committee

For each position on the Executive Committee, nominations were opened, were made, seconded, and voted on by secret written ballots. The following were elected to the 2003-4 Executive Committee:

- a. President: Karen Kaplowitz
28 yes, 0 no, 0 abstention
- b. Vice President: Kirk Dombrowski
27 yes, 0 no, 1 abstention
- c. Recording Secretary: Edward Davenport
28 yes, 0 no, 0 abstention
- d. Associate Recording Secretary: Evan Mandery
28 yes, 0 no, 0 abstention
- e. Corresponding Secretary: Francis Sheehan
27 yes, 0 no, 1 abstention
- e. Member-at-Large: Amy Green
28 yes, 0 no, 0 abstention
- f. Member-at-Large: Jodie Roue
26 yes, 0 no, 2 abstentions

6. Election of the *Ex Officio* Senate member of the College Council

By a motion duly made and adopted by unanimous vote, Senator Tom Litwack was elected to the position of *ex officio* representative of the Faculty Senate on the College Council.

7. Election to fill a vacant Faculty Senate at-large seat on the 2003-04 College Council

Senator Betsy Gitter has resigned her at-large seat on the 2003-4 Faculty Senate and College Council (as a representative of the Senate) in order to be able to serve as the representative of the Department of Thematic Studies on both the 2003-4 Faculty Senate and College Council. As a result, a vacancy exists on next year's College Council. Senator Patricia Zapf was nominated and elected by unanimous vote to fill the vacant seat on the College Council as a representative of the Faculty Senate.

8. Election of the Chair of the 2003-04 Faculty Senate Fiscal Advisory Committee

Senator Tom Litwack was re-elected Chair of the Senate's Fiscal Advisory Committee by unanimous vote. He was thanked and applauded by the Senate for his extraordinary work on budget matters.

9. Approval of the 2003-4 Calendar of Faculty Senate meetings

The proposed calendar of the Senate's 2003-4 Senate meetings ~~was~~ approved:

Thursday, September 11	Wednesday, February 4
Wednesday, September 24	Thursday, February 19
Thursday, October 9	Wednesday, March 3
Wednesday, October 22	Thursday, March 18
Wednesday, November 5	Wednesday, March 31
Tuesday, November 18	Thursday, April 15
Friday, December 5 (all-day)	Wednesday, April 28
	Friday, May 7 (all-day)

First meeting of the 2004-05 Faculty Senate: May 19, 25, 26, or 27: to be announced

All meetings are from 3:15 to 5 PM in Room 630 T, except the Friday, all-day meetings, on December 5 and May 7. All John Jay faculty may attend Senate meetings and may participate in discussions but only Senate members may make motions and may vote. Agenda items must be submitted in writing (including by email) and may be sent to any member of the Executive Committee.

10. Report on the actions taken at the May 13 College Council meeting

The Minutes of the March 13 and April 2, 2003, Minutes of the College Council were corrected as submitted by Professor Kaplowitz and as endorsed by the Faculty Senate.

11. Update on the Faculty Senate/Council of Chairs Class Size and Course Cancellation Policy approved by the College Council on April 2

The 46 additional course sections have been added for Fall 2003 [see Minutes #245] in order to meet the policy goal of reducing class size. 100-level courses have been reduced from 44 students to 40 or to 38 students, and the Mathematics required courses have had reductions as well. Because colleges still have no budget allocation for 2003-4, no further reductions are being made at this time, pending knowledge of next year's budget situation.

12. Expression of Appreciation to Professor Timothy Stevens

A motion was made expressing the Faculty Senate's appreciation to Professor Timothy Stevens, Chair of the Department of English, for providing an office in the English Department for the Faculty Senate beginning next month. The Senate also conveyed its appreciation to the Department of Puerto Rican and Latin American Studies and its Chair, Professor Jose Luis Morin, for having provided the Senate with an office during this past year. The motion was adopted by unanimous vote.

13. Proposed Resolution on operable windows in Phase II

A motion was made to endorse a petition, initiated by Professor Lydia Segal of the Department

of Law, Police Science, and CJ Administration, that the windows in Phase I be operable, that is, not be sealed windows but rather be capable of being opened. The members of the Government Department, of the Psychology Department, and of the English Department have already signed it as have the members of the Law, Police Science, and CJ Administration Department.

Senator Peter DeForest noted that operable windows, if left open, contribute to energy wastefulness. Senator Kwando Kinshasa said he strongly supports both the motion and the petition because of problems with heating and air conditioning that constantly plague us in not only North Hall but in the much more recently built T Building and said that without operable windows there would be no possibility of ameliorating intolerable heating and air conditioning problems, should they exist in Phase II. Senator Orlanda Brugnola reported that studies of sick buildings recommend operable windows as beneficial to the health of a building's occupants. The motion was adopted without dissent. Senators then signed the petition and asked the President of the Senate to both report the Senate's position and to forward copies of the petition to all appropriate individuals.

14. Proposed Resolution on class schedule: Proponent: Department of English

On May 16, the Department of English unanimously approved a proposal, for submission to the Faculty Senate, that the undergraduate class schedule to be changed so that 7th period classes begin at 5:30 pm instead of 5 pm in order to accommodate the work schedules of students. Students who work until 5 pm, even in Manhattan, can not attend 7th period classes and the delay until 6:25 pm, when 8th period classes begin, is unattractive to many working students.

The Thematic Studies Department long ago began scheduling its 7th period classes at 5:30 pm and those sections fill up as do the TSP classes that are later in the evening. Indeed, the TSP courses run until 10pm and are fully subscribed. Our non-TSP courses are undersubscribed and both North Hall and T Building are underutilized in the evenings. Furthermore, we are not meeting the needs of working students. The 5 pm beginning time was established when large numbers of police officers worked rotating shifts, with the day shift ending at 4 pm. That is no longer the case. Few police officers work rotating shifts and even those who do now end their day shift at a different time, one which does not make the 5 pm starting time for 7th period attractive.

Senator Peter DeForest raised the issue of the extremely important obligation we have, as a College, to provide student services in the evenings for our students who attend in the evening. He said we are not meeting the needs of the students who already attend at night and expressed his concern about making the evening classes attractive to even greater numbers of people if we don't also provide evening services for them. President Kaplowitz agreed that administrative support for our evening students has been cut, including counseling services. Senator Sung Ha Suh asked in what way counseling services have been cut. It was explained that until about two years ago, the Department of Counseling provided essential counseling services to students until 9 pm, as the SEEK counselors still do, but about two years ago the Counseling Department changed its hours so that its counselors are not regularly available to students after 7 pm. It is not clear what led to that change.

Senator Lorraine Moller asked whether the schedule of graduate program courses would need to be changed if the undergraduate schedule were changed. Senator Patricia Zapf noted that graduate courses have been rescheduled to include morning and afternoon classes and are not given only in the evenings.

A lack of overall planning on several fronts, including course scheduling, and the need for long term planning was discussed. President Kaplowitz said that a number of years ago the number of

course sections offered in the evening was reduced and, indeed, the 10th period was eliminated, largely because the City was unsafe and public transportation was unsafe: this was during the years of the crack epidemic, prior to William Bratton's tenure as NYPD Commissioner. She said now that the City, including the subways, are safer and are perceived as being safe, a class schedule that meets working students' work schedules could attract students from Manhattan and elsewhere to our evening courses. Senator Litwack said while that is true, on a two-day schedule one can teach late at night, but with more and more faculty now teaching four-day schedules it is much more difficult to cover classes late into the evening. President Kaplowitz noted that the Provost has spoken about decoupling the day/evening courses so that evening courses do not have to match day classes, since the need for that coupling seems to not exist.

Senator Brugnola questioned the justification for the day/evening coupling now. President Kaplowitz stated that changes in the police work schedules have taken place over the years but that the College ~~has~~ not changed its schedule accordingly. Senator Alisse Waterston asked about the extent of the actual and potential demand for evening classes.

The Senate agreed that more information is needed, including not only the demand and potential demand for evening courses, but the actual classroom utilization and availability, and the graduate program class schedule. With this in mind, the Senate agreed to take **up** this issue again in the Fall. A motion to table until the Fall semester was adopted by unanimous vote.

15. Proposal to co-sponsor an invitation to Dr. Kay Redfield Jamison

Dr. Kay Redfield Jamison received an honorary degree ~~from~~ John Jay in May 2002 and at that time offered to return to John Jay from Baltimore, where she is on the faculty of the Johns Hopkins School of Medicine, to give guest lectures, if invited. The Women's Studies Committee ~~has~~ decided to invite Dr. Jamison to be the Women's History Month Literary Lecturer in Spring 2004, since Dr. Jamison has written, in addition to scholarly work on depression and suicide, extraordinarily powerful memoirs as well as studies of the creative and, especially, the literary process. The Psychology Department is co-sponsoring the invitation and the Senate, which recommended Dr. Jamison for ~~an~~ honorary degree, has been invited to be a co-sponsor. The Senate expressed its pleasure at the choice of Dr. Jamison ~~as~~ Women's History Month Literary Lecturer and unanimously voted to co-sponsor the ~~invitation~~ that will be proffered to her and to co-sponsor the lecture.

16. Discussion of the Phase II plan as presented to the College community on Tuesday, May 20

The design plans for Phase II were summarized for those unable to attend the presentation to the John Jay community the previous day. Architectural renderings and diagrams were distributed. [They are on file in the Faculty Senate Office.]

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

Respectfully submitted,

Edward Davenport
Recording Secretary

ATTACHMENT A

Announcements from the chair

Students elected to the 2003-04 Student Council:

President: Shauna-Kay Gooden

Vice President: Melissa Perez

Secretary: Lauren Perez

Treasurer: Andrei Zatalokin

Graduate Representative: Sharon Almagro

Senior Representatives: Randy Phillips, Diana Figueroa, Cadyea Brown, Christopher Bobell

Junior Representatives: Jardiel Tavarez, Andre Lindsay, Aileen Tejada, Kinsley Jabouin

Sophomore Representatives: Kimberley Gray, Janet Yates, Rosie Diaz, Michelle Ghandie

Freshman Representatives: Xaxia Sanchez, Christopher Banks

Faculty & Judicial Committee: Anthony Chiverton, Steven Fiueiredo, Davan Gabbard, Simon Lee, Michael Powell, Dacia Simpson

Students elected to the 2003-04 College Council:

Executive Officers:

Shauna-Kay Gooden

Melissa Perez

Lauren Perez

Andrei Zatalokin

Graduate Representative – Sharon Almagro

Senior Representatives – Randy Phillips, Diana Figueroa

Junior Representatives – Aileen Tejada, Jardiel Tavarez

Sophomore Representatives – Kimberley Gray, Rosie Diaz

Freshman Representatives – Xaxia Sanchez, Christopher Banks

Member at large – Simon Lee

P&B at-large election results announced

The following three faculty were elected by the faculty to serve as at-large members on the College Personnel & Budget Committee during the 2003-2004 academic year: Professors James Malone, Antony Simpson, and Chris Suggs.

Election of Council of Chairs Executive Committee

Professor Harold Sullivan (Government) was re-elected as Chair of the Council of Chairs on May 14. The other members of the Council of Chairs Executive Committee elected by the Council are Professors Ned Benton (Public Management), Maureen O'Connor (Psychology), and Timothy Stevens (English). The President of the Faculty Senate attends the meetings of the Council of Chairs.

Election of department chairs

Professor MaryAnn McClure was elected chair of the Department of Art, Music, and Philosophy, succeeding Professor John Pittman. Professor ~~Martin~~ Wallenstein was elected chair of the Department of Speech, Theatre & Media Studies, succeeding Professor Katherine Wylie-Marques. Other chairs up for re-election (the term of chair is three years) were re-elected.

ATTACHMENT B

College Council:

56 members:

28 faculty (50 percent of total membership)
 At least one representative from each of the 20 academic departments
 Up to 8 at-large representatives of the Faculty Senate
15 students
5 HEOs (higher education officers – i.e., administrators below level of dean)
1 alumni/aæ representative
1 non-instructional staff member
President
Provost
VP for Administration
VP for Student Development
Dean for Registration and Administration
Dean of Graduate Studies

4 *ex officio* members:

Faculty Senate member not already on College Council
HEO not already on College Council
Associate Provost
Business Manager

Faculty Senate:

Number of members varies from year to year from between **37** to **45** as explained below:

17 at-large representatives:

13 full-time faculty elected by the full-time faculty in March/April
4 adjunct faculty elected by the adjunct faculty in March/April

The Senate then elects up to 8 at-large representatives from among its **17** at-large representatives to represent the Senate on the College Council: this takes place in mid-April

If the Senate fills fewer than the 8 seats, the Senate then allocates a second seat to each of the largest academic departments according to the formula in the JJ Charter

Then the Senate informs the Provost how many, if any departments, are allocated a second seat on the College Council according to the formula for determining department size in the JJ Charter. Each department then elects its Faculty Senate/College Council member (or members) in May.