

Meeting Minutes of the Faculty Student Council
Wednesday, March 13, 2019, 2:30pm – 4:30pm
7th Floor Auditorium

Call to Order and Approval of the Minutes

Andrew Maroko, Chair, called the meeting to order at 2:35 pm. He requested and received approval of the minutes of the meeting of February 13, 2019. He reminded the FSC about the upcoming elections at the May 15, 2019 FSC meeting for the at-large members of the APT Committee. He said nominations will be accepted until May 13, 2019 and he invited nominees to submit vision statements. He also noted that elections for departmental chairs will conclude by May 8, 2019.

Report on the Middle States Accreditation Process at the CUNY Graduate School and University Center

David Olan, Associate Provost and Dean for Academic Affairs, CUNY Graduate Center
Yun Xiang, Associate Dean for Institutional Effectiveness, CUNY Graduate Center

David Olan showed a film summarizing the Middle States Accreditation process at the Graduate School and University Center. He said that the first draft of the self-study will be available this May and he invited all faculty and staff to send comments. He then provided an overview of the Middle States accrediting body and reviewed what has been accomplished so far and next steps. He said that since CUNY SPH is under the umbrella of the Graduate Center, along with six other units within CUNY, the school is part of this process. The self-study will examine the academic, student support and business processes of these units and contain recommendations for improvements. The priorities guiding the self-study are based on the University's strategic framework priorities and include research and innovation, career services, and diversity. Following the self-study, site visits, conducted by a team of seven individuals from Middle States, will occur in March 2020. Yun Xiang then reviewed the seven standards and 15 requirements needed to demonstrate compliance. The seven standards include mission and goals, ethics and integrity, student learning, support of student experience through programs, educational effectiveness and assessment, planning and resources, and effective governance and leadership. She concluded by noting that it is anticipated that the process will be completed by this time next year.

Dean's Report

Ayman reported on the excellent results from the 2020 US News and World Report ranking of the best graduate schools in public health. CUNY SPH dramatically improved its ranking in this latest survey, which is produced every five years. In 2015, before CUNY SPH was a stand-alone school, it ranked 39th out of 50 schools. This time, the survey included in the rankings not just discrete graduate schools but all academic programs of public health for a total of 177 schools and programs. CUNY SPH ranked 23 in the nation out of 177 schools and programs for its academic quality. He also noted that the school was the #1 public

graduate school of public health in NY and the tristate area, and ranked third overall in the tristate area. CUNY SPH is also the youngest school of public health in the top 25 nationwide, and it is the only public school of public health in the tristate area to be listed among the top 25 schools. Nationally, CUNY SPH ranked 11th, in the upper 10th percentile, out of 120 public schools of public health. Ayman said that this dramatic surge in rankings is a tribute to the excellence of the faculty and staff and their commitment and dedication to public health science and the students. He thanked everyone for their hard work to produce these outstanding results.

Ayman then reminded the faculty of the date of Commencement, which this year is June 4th at the Apollo Theater in Harlem. The number of students graduating is 137. A posthumous doctoral degree also will be presented to the family of Miriam Rivera, who would have received her doctoral degree this year. Ayman also noted that this spring the school will launch its inaugural staff appreciation awards to recognize the excellent contributions of staff members. The awards will be presented to three staff members at an event in April.

Curriculum Committee Report

Mary Schooling, Curriculum Committee Chair

Mary provided an update on the CEPH accreditation process, noting that CUNY SPH was one of only a few schools of public health who integrated their curriculum as per new CEPH requirements. Chris Palmedo reported on the proposed new MS in Health Communications for Social Change, which is expected to be launched in the fall of 2020. The new degree will be completely online. Offered through CHASS, it will be a 36-credit curriculum. Many institutions of public health, including the CDC, APHA and DOHMH, are calling for these skills; CUNY SPH will be one of only three university's offering a dedicated MS in health communications. Students taking this curriculum will be qualified to work in a number of fields including journalism, health advocacy, NGO social marketing and patient education. Chris then reviewed the curriculum including the core and specialized courses, the instructors, and the competencies to be acquired. Discussion followed.

Admissions Committee Report

Brian Pavilonis, Admissions Committee Chair

Brian said that the Admissions Committee met a month ago to discuss a readmissions policy for students from SPH's former consortial schools who want to enroll at CUNY SPH. The Committee agreed that these students did not need to reapply to SOPHAS—rather, the admissions decisions would be based on transcripts and a personal letter explaining the delay in their progress. This policy will be school-wide but admissions decisions will be left up to the departmental chairs and admissions committees within the departments. Discussion followed.

Senior Associate Dean of Administration's Report

Susan Klitzman, Senior Associate Dean of Administration

Susan said that the time and leave system will transfer from the Graduate Center to CUNY SPH for all full-time, tax levy staff as of February. Training is now being offered on the new system. She also reminded the

FSC about the new hiring procedures on the website for all employees, and she reminded all about the JCOPE ethics course which all staff are required to take every three years. The course is being offered directly following this meeting. Finally, she said that she would resend the link to the required sexual harassment course for those who still need to complete this requirement.

Associate Dean for Research's Report

Michele Kiely, Associate Dean for Research

Michele reminded the faculty and staff whose CITI Certificates have expired to send their certificate of completion to her office. She also noted that faculty who have grants should make sure the checks are payable to the RF on behalf of the school and sent directly to the RF. This is the fastest and safest way to have the account set up for use. She noted that a search for the replacement for Amanda Allen is underway and is moving quickly.

Senior Associate Dean of Student and Academic Affairs' Report

Ashish Joshi, Senior Associate Dean of Student and Academic Affairs

Ashish reported on the proposed faculty workload policy. He noted that the school has not had a policy for promotion and tenure. The proposed policy is a result of a process launched in September 2018 and that included data gathering and school-wide consultation including separate meetings, most more than once, with the chairs, the deans, the academic departments, the APT Committee, the budget office, and the legal office. He thanked everyone for their review and comments, which are reflected in the proposed policy. The policy contains details on faculty teaching and other (service, scholarship) workload; compensation for designated leadership roles; and compensation guidelines for the development and revision of online courses. Ashish reviewed the categories within each component of faculty workload, including the faculty teaching workload credits for the various types of teaching and leadership, such as independent study and dissertation supervision and leadership of a center/institute. He also reviewed the annual administrative compensation and course release time for leadership roles including service as a department chair, DPH director, and FSC chair. He then reviewed the guidelines on online courses, including the issue of course ownership and compensation for the creation of new and converted online courses. He noted that online course compensation will be made retroactive to 2016. Ashish requested that faculty get back to him within a week with any further comments, and he said the policy will then move forward for enactment no later than the fall of 2019. Discussion followed. Ayman congratulated Ashish on the development of a fair and equitable policy and he thanked the chairs, the faculty and the staff for their important contributions.

An Introduction to the Executive Counsel and Labor Designee

Patricia A. Stein, Executive Counsel and Labor Designee

Ayman introduced Patricia Stein to the FSC, noting that Pat is a dedicated, well-informed attorney within CUNY and an invaluable resource to him and the school. Pat said that she has 17 years of professional experience at CUNY, and two years of experience at CUNY SPH. She is pleased that her efforts are no longer divided between five CUNY schools, but now are focused only on SPH and SPS. She said that she is inspired by the mission of the school and she will be a strategic partner to the school, working closely with its deans, chairs, directors, faculty and staff. Her responsibilities encompass a broad array of legal,

regulatory, compliance and risk management matters. She will provide guidance and advice on CUNY's', the Board of Trustees', and the school's bylaws, governance plan and policies, as well as on federal, state and local laws and regulations affecting the school, and PSC and Classified Staff collective bargaining agreements. She noted that she is the labor designee for SPH and as such will provide strategic advice about workload, work rules, compensation, promotion and tenure, retirement and other labor relations matters. Among her other additional areas of responsibility are review of contacts and MOUs for new programs, research agreements, litigation, and records access (FOIL requests, etc.). She invited the faculty to feel free to meet and consult with her as needed.

Report on Community Engagement Survey

Lynn Roberts, Interim Assistant Dean of Student Affairs & Alumni Relations

Lynn announced that the faculty and staff will receive a survey to complete in an effort to enhance the School's engagement with the Harlem and larger NYC community. This is the first phase in a larger effort, building on the work of Meredith Manze, Andrew Maroko and Marilyn Aguirre-Molina, to identify what faculty are doing in this area, as a prelude to launching a project to grow the school's community engagement activities. She thanked everyone for completing the survey.

Andrew noted that a PSC representative is needed to replace Frank, who retired, and asked anyone interested to speak to him. Marilyn Auerbach reminded the faculty and staff to submit nominations for the upcoming staff, student and faculty awards to be presented at the staff event in April and at the June Commencement. The nomination deadline is March 29th. Jean Grassman announced that the PSC will hold a rally for the contract tomorrow at 8:00 a.m.; details are on their website.

Adjournment

There being no further business, Andrew Maroko adjourned the meeting at 4:30 p.m.

Minutes respectfully submitted by Doris Suarez