

Meeting Minutes of the Faculty Student Council  
Wednesday, May 15, 2019, 2:30pm – 4:30pm  
7<sup>th</sup> Floor Auditorium

**Call to Order and Approval of the Minutes**

Andrew Maroko, Chair, called the meeting to order at 2:40 pm. He requested and received approval of the minutes of the meeting of March 13, 2019, and he welcomed all to the last FSC meeting of the academic year.

**Dean's Report**

Ayman reviewed recent news from CUNY Central including the announcement of Lehman College President José Luis Cruz as the new University Provost; he begins his new role on July 1, 2019. Ayman congratulated the chairs of SPH's academic departments who were recently elected and re-elected to new three-year terms. He also noted that copies of the new issue of SPH's magazine *City Health* are on the table. This new issue is a summation of the excellent work of the faculty. Ayman said that a review and revision of SPH's Governance Plan and By-laws, which have not been reviewed since the school's formation in January 2016, will begin in the new academic year. He encouraged the faculty to review the existing documents over the summer and to send any suggestions for changes to the FSC Chair. He noted that the review process will involve faculty, students and staff; the goal is to have revised a Governance Plan and By-laws in place for the fall of 2020.

**Curriculum Committee Report**

*Mary Schooling, Curriculum Committee Chair*

Mary said that the Curriculum Committee has been working on the implementation of the new curriculum, which has resulted in several proposed minor changes to the policies. She then requested and received approval for the following revisions to the Academic Policies: In the Academic Standing Policy— to remove the requirement that students may not accumulate more than two open grades; to remove the word “disbarment” from the current “Academic Probation, Disbarment and Dismissal” policy, and to add a section to the policies on “courses considered for GPA at time of graduation.”

Mary then requested and received unanimous approval for a revision to the fieldwork and Capstone requirements for the MPH with a concentration in Epidemiology and Biostatistics, and a revision to the fieldwork and Capstone requirements for the MPH with a concentration in Community Health, both of which will standardize the number of credits for fieldwork and Capstone requirements across all academic departments. Finally, she requested and received unanimous approval on CHASS 696 increase in credits and CHASS 698 increase in credits.

### **APT Committee Report**

*Luisa Borrell, APT Committee Chair*

Luisa and Andrew announced that the three faculty at-large positions on the APT Committee are up for election at this meeting. There are four excellent faculty candidates: Jean Grassman, Denis Nash, Diana Romero and Emma Tsui. Luisa also thanked the faculty who have served in these positions over the last few years including Betty Levin, Diana Romero, and Heidi Jones. The term of the appointment is for three years and it commences in the new academic year. Each of the nominees, with the exception of Denis who is on sabbatical, said a few words about why they would like to serve. At the conclusion of the discussion, paper ballots were distributed to the full-time faculty for their votes for their three choices. The ballots were counted and, before the meeting concluded, Andrew announced that the following three candidates were elected to serve in the faculty at-large positions on the APT Committee for a three-year term, commencing in the new academic year: Jean Grassman, Diana Romero and Emma Tsui. Congratulations were extended.

### **Assessment Committee Report**

*Ann Gaba, Assessment Committee Chair*

Ann reported on the success of the Nutrition and Dietetic Internship program, for which a site visit by ACEND, the program's accreditor, is scheduled for spring 2020. The program has been in existence for three years and during this time the GPAs of the enrolled students have gone up, as have the number of applications received for the limited number of seats. Ann thanked the staff at SPH who have been supportive of the program—helping it grow and improve.

### **Senior Associate Dean of Administration's Report**

*Susan Klitzman, Senior Associate Dean of Administration*

Susan reminded the department chairs and center and institute directors that their annual JCOPE financial statements are due today. She also noted that SPH will participate in the 4-day summer workweek from June 24-August 9 and all staff should file the required summer work hours form with HR. Other updates include: there is a new template for ID cards which staff and faculty should get from security; acquiring new software, including Zoom, is in the works; faculty and staff should bring in any laptops and equipment for scanning during the annual inventory this summer; and she reminded the FSC about the new hiring procedures on the website for all employees.

### **Senior Associate Dean of Student and Academic Affairs' Report**

*Ashish Joshi, Senior Associate Dean of Student and Academic Affairs*

Ashish reported on the work of his office this year, and he thanked his team for their excellent work on these various projects and initiatives. These included the development of the SMAART online framework to enhance academic and student outcomes, which is slated to be fully implemented by September 2019; the creation of new working groups and standing meetings to promote stakeholder engagement; the development of SWIMS; the new Faculty Workload Policy; the many changes enacted to improve the student fieldwork experience; and new academic programs and curriculum implementation, including the

approval of two new online MS degrees, and the work required to transition from the DPH to the new PhD. Discussion followed.

**Associate Dean for Research's Report**

*Michele Kiely, Associate Dean for Research*

Michele reported that SPaR is being reconfigured which includes the hiring of a director. This position will be filled by Delphine Yaghmaian, who has both pre- and post-award experience from her work at NYU, Columbia University and the Population Council. Two additional grants officers will also be hired. She noted that through the end of June, on-boarding will be handled by the RF, rather than in house, and she reviewed the protocol. Discussion followed.

**Adjournment**

Andrew thanked Paulo Lellis for his excellent work this year to organize the FSC meetings. There being no further business, Andrew adjourned the meeting at 4:05 p.m.

Minutes respectfully submitted by Doris Suarez