

Meeting Minutes of the Faculty Student Council
Wednesday, September 18, 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 May 15, 2019. He thanked the faculty for their recent vote to approve the new MS degree in Health Communication for Social Change.

In the absence of Christian Grov, the new chair of the APT Committee, Andrew presented the APT Committee report. He requested that faculty be mindful of important due dates this upcoming academic year including the due dates for sabbaticals (January 8, 2020), for faculty promotions (March 6, 2020), and for final signed faculty evaluations (April 20, 2020).

Andrew then reported on the review and revision of SPH's Governance Plan and By-laws. He encouraged the faculty to read the documents and continue to send suggestions for revisions to him. A number of faculty have already sent comments, many of which fall into broad categories including: How to change the documents to better engage faculty and students? How to improve collaboration between faculty and administration and how to improve the structure of FSC meetings? Faculty also had comments on improving the composition, size and practices of the various standing committees. He reminded the faculty that amendments to the documents may be proposed by a petition or affirmative vote of 20% of the FSC, and are adopted by a two-thirds affirmative vote of the FSC. All amendments are subject to the approval of the CUNY Board of Trustees. Next steps in the process include calling a faculty assembly next month, and involving other members of the community in the review. The goal is to have draft revisions ready for a vote at the December FSC meeting and, ultimately, have revised a Governance Plan and By-laws in place for the fall of 2020.

Dean's Report

Ayman thanked the FSC for their work to review SPH's Governance Plan and By-laws, which he requested last spring so that all amendments are finalized well in advance of the next CEPH accreditation in 2023. He noted that the review process will be collaborative and collegial and involve the input of faculty, students and administration. Turning to recent SPH activities, he thanked Ashish, Lynn, Meg and the student services team for their excellent efforts to produce unprecedented enrollment numbers for this fall (755 new students enrolled). He noted that the next challenge is to launch new faculty searches this year to meet the demands posed by both growing student enrollment and the launch of the three new MS degrees. Other activities underway include new 4+1 collaborations with Macaulay Honors College and several other CUNY schools, and the Einstein collaboration led by Interim Assistant Dean Elizabeth Kelvin. Another key project is the Harlem Health Initiative, which is intended to begin the work of community building between

the Harlem neighborhood and SPH. The faculty and students have many resources to offer community organizations including help with program evaluation and communications and marketing. Ayman then congratulated the new chairs and members of the FSC standing committees and he thanked the outgoing leadership, especially noting the excellent service of Luisa Borrell, the outgoing chair of the APT Committee. He also said that copies of the 2019 Annual Report and the new issue of SPH's magazine *City Health* are on the table for faculty, students and staff to take with them.

Curriculum Committee Report

Sean Haley, Curriculum Committee Chair

Sean thanked former chair Mary Schooling, former members Luisa Borrell and Diana Romero, and Robyn Gertner for their dedicated work to the Curriculum Committee. He then requested and received unanimous approval for a revision to the Transfer of Credit and Course Residency policy, which allows for specialized articulation agreements to be considered when transferring credits. A second vote on the Student Leave of Absence Policy was tabled and will be revised and presented at the October FSC meeting.

Senior Associate Dean of Student and Academic Affairs' Report

Ashish Joshi, Senior Associate Dean of Student and Academic Affairs

Ashish welcomed the eight new faculty members hired this fall to SPH, and he thanked Marilyn Auerbach for hosting a new faculty orientation for them in early September. He provided an overview of the work of his office this past year. These projects included the development of the SMAART online framework to enhance academic and student outcomes, which is nearly fully implemented; the new Faculty Workload Policy which will be implemented this fall; and the implementation of new online core courses for the new MS degrees and other academic programs. Plans for the new academic year include hiring a part-time mental health counselor to support students; finalizing and launching a number of new collaborations including with Einstein College, Macaulay Honors College, Medgar Evers College and York College; expanding part-time support for the Office of Experiential Learning to improve the student fieldwork experience; the successful implementation of the three new MS programs; and the establishment of a faculty development fund group.

Senior Associate Dean of Administration's Report

Susan Klitzman, Senior Associate Dean of Administration

Susan reported that construction on the new ground floor space is underway and it should be completed by the end of 2019. The space is primarily a community space, but it is available for other uses as well. She then introduced Sahana Gupta, Arthur McHugh, and Marilyn Auerbach for their report on faculty searches.

Report on Faculty Searches

Marilyn reviewed the statistics on the time to completion for the 12 faculty searches from 2016 to the present, which is quite variable; the goal is to shorten the time for these searches. She also reviewed the outcomes of last year's five faculty searches, thanking the chairs and committee members, as well as Ana Ballet who provided excellent staff support. Sahana and Arthur reported on the various components of

searches, noting that some procedures have been revised and streamlined to encourage quicker completion. Arthur said that the search process is now fully in house and emphasized that his office is available to help with all searches.

Associate Dean for Research's Report

Delphine Yaghmaian, Director of Research Programs, SPaR

Delphine, on behalf of Michele Kiely, delivered the report from SPaR. Delphine reminded faculty that the RF provides pre-submission proposal peer review and encouraged faculty to use this resource, as well as to volunteer as peer reviewers for the RF. She noted that the PSC CUNY proposal system is now open and faculty should submit their proposals at any time prior to the due date of December 15, 2019.

Report on Reasonable Accommodations and Academic Adjustments

Sahana Gupta, Chief Diversity Officer, ADA-504 Coordinator, Title IX Coordinator

Sahana reviewed CUNY's Policy on Reasonable Accommodations and Academic Adjustments to allow qualified individuals the opportunity to participate in programs, activities and employment, and the procedures to follow when there are such requests. Sahana noted that it is important for faculty to review the policy at the start of the academic year. She said that the policy is implemented by the Office of Student Affairs/Student Disability Services and Jeanette Rodriguez manages these student requests. In addition, she noted that her office is also responsible for implementing the policy. She reviewed the basic guidelines for academic adjustments required for students with disabilities, the various reasons students might request such accommodations (disability, pregnancy, religious practice, etc.), and the kinds of accommodations that are reasonable. Discussion followed. At the conclusion of the discussion, the FSC requested that Sahana's PowerPoint presentation be distributed to the faculty.

Adjournment

There being no further business, Andrew adjourned the meeting at 4:15 p.m.

Minutes respectfully submitted by Doris Suarez