

Meeting Minutes of the Faculty Student Council
Wednesday, October 31, 2018, 2:30pm – 4:30pm
7th Floor Auditorium

Call to Order and Approval of the Minutes

Andrew Maroko, Chair, called the meeting to order at 2:40pm. He requested and received approval of the minutes of the meeting of September 12, 2018. He noted that Adam Doyno is not at today's meeting but Adam will present his report on the CUNY SPH Fund and #CUNY Tuesday at tomorrow's campaign kick-off lunch.

Andrew noted that the newly elected FSC student representatives join the meeting for the first time today. He welcomed the new student representatives to the Council and asked them to introduce themselves. After the introductions, Andrew thanked the students for their participation in the FSC.

Dean's Report

Dean Ayman El-Mohandes said that our community is saddened by the horrific synagogue shooting in Pittsburgh and the other manifestations of violence and intolerance in the past week. He said that the SPH community stands together in condemnation of antisemitism, bigotry, and hatred in all its forms. He noted that the school will host an open dialogue on Monday, November 5th, to provide emotional support and a safe space for reflection on these attacks which threaten the fabric of our society.

Ayman recognized Luisa Borrell, who was just named Distinguished Professor by the CUNY Board of Trustees this past Monday evening. She is among three faculty at CUNY SPH who have received this significant recognition by the University. He congratulated Luisa on this phenomenal level of achievement and the FSC gave Luisa a standing ovation.

Ayman reported on the status of the application to the New York State Department of Education (NYSED) to change the doctoral degree award from a DPH to a PhD. NYSED does not consider this a minor change but rather they are considering it within the framework of a new degree program so they requested that an external reviewer evaluate the degree. Craig Blakely, Dean of the School of Public Health at the University of Louisville, Kentucky, has just completed this review and it has been sent to NYSED. It was a very positive review. Ayman said he is hopeful that NYSED will issue a response soon and that this transition can be accomplished by Fall 2019, but until the process is completed, the SPH cannot advertise the PhD and will continue to admit DPH students only. Students will be recruited into the DPH program going forward with the clear understanding that these changes in the doctoral degree are in process but the timeline is uncertain. Any new doctoral students will thus be admitted with complete transparency. Discussion followed.

Ayman noted that at the FSC's September meeting, he reported that the school will soon be submitting a request to the University and then NYSED to allow CUNY SPH to confer its own degrees, where now they are conferred both by SPH and the Graduate Center. This will require NYS accreditation through NYSED and not accreditation also through Middle States, though this may be sought at a later date. This accreditation process will continue to allow students to seek federal loans. CEPH has been informed of SPH's intention and has no reservations. The first step in moving the process forward is approval of the FSC. Then the action will be brought forth to the Board of Trustees later this year. Discussion followed. Ayman read the following resolution: "RESOLVED: The CUNY Graduate School of Public Health and Health Policy, a school within the CUNY Graduate School and University Center, is seeking to establish itself as an independent, degree-granting institution within the City University of New York." Paper ballots were passed out to the voting members of the FSC. The votes were counted and Andrew announced that the resolution passed with overwhelming support—all in favor, with one abstention.

Curriculum Committee Report

Mary Schooling, Curriculum Committee Chair

Mary said that she had two minor curricula items for approval at the meeting. The first item is to request a change in the prerequisites required for the course CHSS 625 — from the prerequisites CHSS 622, CHSS 623, and CHSS 624, to prerequisites or CO CHSS 623, CHSS 622, and CHSS 624. She called for a vote and the item passed by acclamation. Mary then requested approval for the following course syllabus: "EOHS 646: Occupational Site Assessment." She called for a vote and the item passed by acclamation.

Department of Health Policy and Management (HPAM) Report

Betsy Eastwood, HPAM Department Chair

Betsy presented an overview of HPAM's new Health Management Concentration, which is an online program scheduled to be launched by Fall 2020. As background to the presentation, Betsy noted that there has been a big jump in the number of HPAM MPH students from 85 last spring to 130 this fall and the average number of credits the students are taking is 7.45. This jump in enrollment has resulted in a more than \$50,000 increase in revenue from HPAM courses to about \$303,000 this fall, and has also resulted in a significant increase in revenue from HPAM MPH students. She then reviewed the old and new courses for policy and management concentrations, and reviewed the former and new competencies for each concentration. She reported on five new competencies including: applying principles of effective leadership, governance and management to design effective organizational structures in public health and health care organizations, and building and maintaining productive relationships with relevant stakeholders in public health and health care organizations, including patients/clients and communities. Ongoing HPAM activities/next steps for the new concentration include: examining internal and external programs which may overlap with the HPAM Management Concentration; getting external letters of support; fine-tuning the courses; working with the curriculum committee on oversight; and developing a working group to enhance the concentration's online presence and presentation. Discussion followed. At the conclusion of the discussion, Betsy and Terry agreed to review the incorporation of some of these courses into the DPH curriculum.

APT Committee Report

Luisa Borrell, APT Committee Chair

Luisa said that at the FSC's last meeting she reported on the information submitted to the Chancellor of CUNY regarding the criteria for tenure and promotion including the evaluation process for tenure review at SPH. Overall CUNY has good practices for tenure, promotion and evaluation but three best practices were recommended: faculty CV's should make a distinction between peer-reviewed and non-peer-reviewed publications; the criteria for tenure and promotion should include an assessment of how publications are evaluated; and guidelines to select external reviewers were provided. Specifically, the process for the external reviewer selection underscored that there should be at least three reference letters from external reviewers, letters should be requested by the Dean or provost (or their designee) and not the Department Chairs and reviewers should be asked for their own CV. The reviewers should not include collaborators, mentors or mentees. Luisa said that CUNY SPH meets these criteria and then some. SPH requires six outside letters of reference and there are no plans to change this standard, which keeps the school competitive. Regarding the request that outside reference letters be sent by an administrator in a position higher than the department chair, it has been SPH's practice to have these letters sent by the department chair. Luisa said she is discussing this with Ashish and, in future, these letters will probably be sent from Ashish's office. Discussion followed.

Admissions Committee Report

Brian Pavilonis, Admissions Committee Chair

Brian reported on the decision last year to drop the GRE admission requirement for new HPAM and EOGHS students and the impact on student performance. There is not enough data to fully evaluate the results but preliminary indications are that there was no change in student performance/GPAs. Further analysis will be done when there is more data and the results reported to the FSC. Discussion followed.

Senior Associate Dean of Administration's Report

Susan Klitzman, Senior Associate Dean of Administration

Susan provided the FSC with updates on iCloud storage services and on the performance of the help desk. She reviewed the options for storage and the various CUNY policies on SharePoint, Dropbox and Microsoft One Drive storage options. Dean El-Mohandes noted that CUNY is very near to signing an agreement with Dropbox to provide Dropbox accounts to the CUNY community. Dropbox provides world class collaboration tools and is frequently requested by faculty members. The Dropbox tool will allow for tightly integrated document-sharing and collaboration. It is anticipated that the tool will be available for the spring semester. Regarding the help desk, Susan said that its performance has been steady and stable and the desk has been fully staffed since the beginning of the academic year. She also provided the FSC with updates on compliance issues, including the annual inventory reporting process, the annual J-COPE disclosure forms which are due by November 15th, and the required sexual harassment training for all CUNY employees. She thanked the faculty for their cooperation on these matters. Discussion followed.

Senior Associate Dean of Student and Academic Affairs' Report

Ashish Joshi, Senior Associate Dean of Student and Academic Affairs

Ashish welcomed the new FSC student representatives to their first meeting. Reporting on the activities of his office, he noted that he has formed several working groups including an Academic Council who has as one of its goals to ensure consistent messaging for faculty and students, and a working group on Curricular Innovation. His office is also working on creating a central data base for all student data. And, he is in the process of forming an Online working group whose goal will be to provide feedback and recommendations to the faculty on some of the online resources that exist to help them create interactive coursework for the proposed online core courses. Finally, the working group on Student Advisement, in coordination with other SPH Student Affairs offices, has prepared a student advisement questionnaire which will be implemented in early November of this year. Ashish also noted that the dashboard project is coming together and all nine services should be integrated into one platform soon.

Ashish then invited Susanna Lynch, the new Community Outreach Program Director, to report on modifications to the field practicum process. Susanna said that she has made changes in the workflow process for the field practicum including moving the orientations much early in the semester (the second week in September, and in November vs. March for the summer cohort) so that students can decide on their fieldwork much sooner. She has also improved communications to students including sending targeted emails to students to connect them with career services resources on campus and opportunities of interest. Looking ahead, she is developing a fieldwork survey in order to get feedback from students on their experiences. This data will inform the development of additional changes in the fieldwork practicum process.

Associate Dean for Research's Report

Michele Kiely, Associate Dean for Research

Michele noted that on March 29, 2019, there is an all-day university symposium, hosted by Columbia University and CUNY among other universities, on "Promoting Credibility, Reproducibility and Integrity in Research." On April 16, 2019, the Graduate Center is hosting a "Symposium on Urban Health," which grew out of CUNY's Interdisciplinary Research Grant program. She reminded the faculty that PSC-CUNY proposals are due on December 15th to her office. The due date for next year's Interdisciplinary Research Grant Program has not yet been announced, but it is usually in early March. She also reported that the Research Foundation will be rolling out a policy for having subcontracts, which is in response to audit findings. It delineates Principal Investigator roles and responsibilities and, additionally, there will be a checklist to complete every time a subcontract is paid. And she reminded the faculty to make sure that the PI timesheets are correct.

Adjournment

There being no further business, Andrew Maroko adjourned the meeting at 4:10 p.m.

Minutes respectfully submitted by Doris Suarez