

Meeting Minutes of the Faculty Student Council
Wednesday, May 13, 2020, 2:30pm – 4:30pm
via WebEx

Call to Order and Approval of the Minutes

Luisa Borrell, Chair, called the meeting to order at 2:35 pm. She announced that this meeting, which is being held virtually due to COVID-19, has a quorum. She then requested and received approval of the minutes of the meeting of March 25, 2020. She also commended the Communications team on the school's COVID-19 website and encouraged the FSC to review the site.

Dean's Report

Ayman reviewed the new grading (credit/non-credit) policy from CUNY Central. He noted that the budget for this coming fiscal year remains uncertain given the impact of COVID-19 on the New York State and City budgets. The Central Office has requested that the school provide a budget that reflects a 10% decrease, a faculty and staff hiring freeze has been put in place university-wide at least until the end of the calendar year, and the hiring timeline for adjunct faculty for the fall semester has been extended. Two new faculty members (for EOGHS and CHASS) were hired before the freeze and will join the school in the fall. The school's budget should benefit from the final year of the three-year tuition increase, as well as robust student recruitment for the fall semester. At this point in the admissions cycle, the school is showing an uptick in applicants and admissions, thanks to the good work of the departments. Ayman said that all courses for fall 2019 are being converted into online courses as a precaution, though no decision has yet been reached about in person classes next semester, and he thanked the faculty for their diligence and great work to accomplish both the spring and fall course conversions. In other news, the Fiscal Committee of the Board approved the school's request to establish an instate tuition rate for online degree and certificate programs and to establish a \$75 online infrastructure fee; it now goes to the Board of Trustees for approval. Turning to graduation, Ayman said that he is thinking of postponing graduation until the fall or winter. In the discussion that followed, it was suggested that the school host a virtual graduation ceremony this June in lieu of a later date. Ayman requested that a vote be held on whether to have a live or virtual graduation ceremony. At the conclusion of the voting process, a clear majority voted for a virtual commencement ceremony in June (20, virtual, 2 live, 11 abstentions). Ayman said that the planning for this would commence immediately.

Curriculum Committee Report

Sean Haley, Curriculum Committee Chair

Sean said that there are 3 items from the Curriculum Committee requiring a vote today from the FSC. Sean then requested and received approval for the following three actions:

- To convert the following 5 topic courses to permanent status: BIOS 641 (Introduction to SAS for Data Management and Analysis), BIOS 642 (Introduction to R for Data Management and Analysis), CHSS 641 (LGBTQ Health), PUBH 842 (Interdisciplinary Perspectives on Corporations, Health and Democracy), and HPAM 642 (Environmental & Social Justice) (30 yes, 3 abstentions).

- To make the EOGHS MS degree in Environmental and Occupational Health Sciences available as an online MS Degree (30 yes, 1 no, 2 abstentions).
 - To approve the proposed language to clarify MRSCH requirements (28 yes, 1 no, 4 abstentions).
- He also noted that the FSC had previously approved the MPH on-line degree.

Admissions Committee Report

Ghada Soliman, Admissions Committee Chair

Ghada said that the admissions deadline for fall 2020 has been extended, and she requested that the departments review the applications as soon as possible. She noted that the student affairs office has an aggressive recruitment strategy. Regarding admissions for the PhD, the numbers for the incoming class are robust.

Assessment Committee Report

Ilias Kavouras, Assessment Committee Chair

Ilias provided an update on the COACHE survey, which was administered last year. The survey is a tool to evaluate and improve faculty life. The task force on the survey is analyzing the data and the deadline for the submission of recommendations for improvements has been extended to September 15, 2020. He will report back to the FSC on the task force's recommendations at the September FSC meeting.

Senior Associate Dean of Student and Academic Affairs' Report

Ashish Joshi, Senior Associate Dean of Student and Academic Affairs

Ashish reported on the student survey assessing satisfaction with the transition from all in-person classes to an online format for the spring semester. The student response rate was 25% and more than 90% of the students responding reported high satisfaction with the course conversion, high satisfaction with both Zoom and Blackboard experiences, and most had very few issues with access to the internet. He thanked Sergio Costa, the department chairs, the IT team, and the staff in experiential learning for their work to create a smooth and successful transition. The work has now begun to transition all courses for the 2020-2021 academic year to online. Discussion followed on the need to examine the online curriculum for the PhD program to ensure student satisfaction.

Dean for Research's Report

Michele Kiely, Associate Dean for Research, SPaR

Michele said that an Organizational Conflict of Interest Policy was sent to the FSC and will be discussed at the September meeting. It is an interim policy and it will be replaced at a later date with the CUNY Central policy, which is under development. She also thanked and congratulated the five SPH faculty who received funding from the Dean for their proposals on research related to COVID-19.

Senior Associate Dean of Administration's Report

Susan Klitzman, Senior Associate Dean of Administration

Susan reported on the results of the survey her office conducted of faculty and staff on their experiences with remote learning and working remotely. The response rate, at 51% (or 136 responses out of 266), was a good outcome. The results indicated that a majority had a clear understanding of their work responsibilities

and found it relatively easy to collaborate with their colleagues. 80% of the respondents had the resources needed to work remotely, and a variety of platforms was being used to accomplish this. She also noted that IT has been responding to all requests for assistance and other needs. Additional online and software training will be added in the fall, as per the suggestion of some respondents. A significant majority also reported the same or improved work/life balance. The challenges identified include social isolation, poor workspace situations, technology fatigue, and lack of exercise. Susan said that she would follow up on the suggestions including additional trainings, webinars, and a permanent plan for remote work.

FSC Chair Election

Luisa said that her term as chair of the FSC ends this June. She was elected last winter to complete the term of the prior chair, who was going on sabbatical. One nomination has been submitted for FSC chair for a three-year term, 7/1/20 – 6/30/23—Elizabeth Ann Glass Geltman. Luisa then requested and received approval to elect Associate Professor Elizabeth Ann Glass Geltman for FSC chair for a three-year term, 7/1/20-6/30/23 (23 yes, 2 no, 7 abstentions). Luisa offered her warm congratulations to the new chair.

Report on Extending the Tenure Clock

Marilyn Auerbach, Interim Associate Dean for Faculty Affairs
Patricia Stein, Executive Counsel and Labor Designee

Marilyn said that CUNY Central administration, working with the PSC, has extended the tenure clock for one year, which is reflected in the PSC-CUNY supplemental agreement dated 4/18/20. Pat then reviewed the details of this extension. Faculty who are candidates for tenure effective 9/1/21 should send an email request to Senior Associate Dean Joshi by 5/15/20 to request this extension; no justification is necessary. Marilyn noted that she has already reached out to the faculty in this category. Pat then reviewed the process for requesting an extension for faculty who are candidates for tenure effective 9/1/22, 9/1/23, 9/1/24, 9/1/25 and 9/1/26. These candidates must apply to Dean Joshi by February 1 of the spring semester preceding the fall tenure review, for example, by 2/1/21 for candidate for tenure effective 9/1/22. A justification will be required and this must be based on the circumstances of the spring 2020 semester. Marilyn said that the faculty should contact her with any questions.

Luisa then invited Meredith Manze to make an announcement. Meredith said that she is involved in an online writing boot camp, and she invited faculty interested in starting something similar at SPH to contact her.

Adjournment

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

Minutes respectfully submitted by Doris Suarez