

Meeting Minutes of the Faculty Student Council
Wednesday, October 30, 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 September 18, 2019.

Andrew reported on the status of the review and revision of SPH's Governance Plan and By-laws. Faculty submitted written comments over the summer and this fall, and a meeting of all faculty to discuss the documents was held on October 16. The next step in the process is to establish a Faculty Task Force composed of two members from each academic department who will propose changes to the administration in mid-November. The goal is to have draft revisions ready for review at the December FSC meeting with a final draft circulated in January 2020 and a vote held at the February 12th FSC meeting.

Jean Grassman noted that directly following today's FSC meeting there is a PSC meeting on the new contract with Debbie Bell. Ayman encouraged the faculty to vote for a new SPH representative on the PSC.

Dean's Report

Ayman said that the school recently received approval from CUNY Central to lease the other half of the 6th floor for the expansion of research space for faculty and research staff. The space will be paid for from indirect RF reimbursements (to be taken off the top, that is, before distributions are made to the centers, institutes, PIs and academic departments). Construction of the ground floor space, which will be shared between SPH and CUNY's Workforce Development group, is underway and should be ready for a February/March opening. This space will be a hub for SPH's community-based activities. Ayman noted that this week's ABET accreditation visit for the MS in Industrial Hygiene was a great success and ABET gave this quality program a glowing report. He thanked the faculty for their participation, and he recognized Mary Schooling, Brian Pavilonis and Robyn Gertner for their excellent work on the self-study. He also reported on the status of the Middle States Accreditation process at the Graduate Center. In other SPH news, Ayman said that a new strategic planning process will be launched in November; the goal is to complete the plan by 2020. This timeline is important as it allows for implementation of the plan prior to the school's self-study for CEPH in 2022. Finally, Ayman noted that the school will begin implementation of the changes in the new PSC contract over the next few months, pending ratification of the contract.

Curriculum Committee Report

Sean Haley, Curriculum Committee Chair

Sean requested and received unanimous approval on three items put forth by the Curriculum Committee: a change in the Student Leave of Absence Policy which eliminates the requirement that a student's grades be posted before applying for a leave of absence; the creation of a "Y" course grade as an intermediate grade

assigned after the first of a multi-semester course to signify work in progress (to be replaced by the letter grade when the sequence is completed); and a vote to allow current MPH programs and courses to be taught fully online, which is in preparation for a partnership with the University of Alcalá. The last item will need approval from the CUNY Board of Trustees and NYSED. Discussion followed on the pending partnership with the University of Alcalá.

Admissions Committee Report

Ghada Soliman, Admissions Committee Chair

Ghada reviewed the new faculty membership of the Admissions Committee and she reviewed the applications deadlines for 2020-2021 for the school's masters and doctoral programs, and certificates, and the steps in the admissions and readmissions process. She said that the Committee is looking forward to working with the faculty and the FSC this year.

APT Committee Report

Christian Grov, APT Committee Chair

Christian reviewed the calendar and timelines for requesting faculty leaves and promotions, which were distributed at the September FSC meeting. He also noted that the annual evaluation for all faculty is due on March 15, which is a change from last year.

Assessment Committee Report

Ilias Kavouras, Assessment Committee Chair

Ilias reviewed the new faculty and student membership of the Assessment Committee, which meets monthly. The Committee's plan of work for the year includes assessing the alumni support effort and admissions and recruitment. The Committee will analyze trends in student enrollment and graduation rates and conduct an alumni survey. This data will help the Committee in developing recommendations for improving the school's services to students.

Senior Associate Dean of Student and Academic Affairs' Report

Ashish Joshi, Senior Associate Dean of Student and Academic Affairs

Ashish reported on the recent analysis his office conducted on the effects of eliminating the GRE as a requirement for admission into certain MPH programs. The data show that recent students entering into programs without the GRE are maintaining good GPAs. These results indicate that the quality of the entering students is being maintained. Since the GRE change is relatively new, tracking will continue. He also reported on the results of an analysis of adjuncts for fall 2019 including on the number of sections and courses taught by adjuncts and the number of adjuncts by academic department. Finally, he reviewed a three-year analysis on academic probation. This data should help with early intervention strategies. One conclusion of the analysis is that students need intervention earlier in their career and those not capable of completing the curriculum need to be identified earlier. He also provided a brief update on the ongoing and new faculty searches. Discussion followed on the GRE and academic probation data and analyses.

Dean for Research's Report

Michele Kiely, Associate Dean for Research, SPaR

Michele reminded the faculty 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. Proposals should be submitted to her by December 1st. She noted that the RF will hold a session on how to use the RF accounts on November 13th. Finally, she reported on the Faculty Advisory Council to the RF, chaired by Professor David Jeruzalmi, which represents the CUNY faculty interest to the RF. Faculty interested in joining this group should contact David.

Senior Associate Dean of Administration's Report

Susan Klitzman, Senior Associate Dean of Administration

Susan requested that anyone hiring new employees and students must be sure to complete the online process before the individual starts working. Those hiring international students should consult with Lea Dias on the rules. She then introduced Mohit Arora who reported on new IT resources for faculty including Zoom licenses, and Microsoft 1 and Drop Box for storing non-confidential documents. He also reviewed the cloud storage policies at CUNY. Finally, he noted that all computers will be updated with the new Windows module by the end of January and all files and documents need to be backed up on the S drive prior to this update.

Report on Environmental Sustainability at CUNY SPH

Heidi Jones, Associate Professor, Epidemiology and Biostatistics

Heidi said that a group of faculty have discussed developing a policy regarding single use plastics on campus and other sustainability matters. A committee of faculty, students and staff will be organized to take up these issues and recommend ideas and policies to make the campus more sustainable. She asked that anyone willing to serve contact her. The committee will start its work this semester.

Adjournment

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

Minutes respectfully submitted by Doris Suarez