

Meeting Minutes of the Governance Council
Wednesday, September 22, 2021; 2:30 – 4:30 pm
Via Zoom

I. Call to Order, Approval of the Minutes and Election

Glen Johnson, Chair, called the meeting to order at 2:30 pm. He welcomed all in attendance to the first meeting of the academic year and motioned for and received approval for the minutes of the May 12, 2021, Governance Council meeting.

An announcement was made to welcome newly elected students, faculty member and staff assuming new positions.

New Students:

GSGA President -	Antonio Maltese	CHaSS Rep. -	Mariam Mohammed
EPI/BIO Rep. -	Catalina Uruchima	HPAM Rep. -	Bradley Meacham
Master’s Program Rep. -	Sherline Altidor	Doctoral Program Rep. -	Dima Masoud
EOGHS Rep. -	TBA		

Parliamentarian - Dr. Ilias Kavouras; Professor, EOGHS

Secretary - Arthur McHugh, Dir. Human Resources

The Chair stated that an election would be held to fill the Ombudsman position from three self-nominated faculty members, later in the meeting.

The Chair then discussed Standing Committees: All elections for faculty members and other elected members of the Standing Committees needs to be completed by the date of the next Governance Council meeting, October 20, 2021, in accordance with the new Governance plan and bylaws.

Existing Committees can ratify the existing Committee or change membership, with the understanding that up to three year, staggered terms are needed; and it is up to the new Committees to either re-elect the current Committee Chair or elect a new one.

The need for up to three year, staggered terms was discussed for continuity, for faculty, PhD program Directors and staff members, with the Committees deciding who serves for the varied time limits. This needs to be done, whether or not new elections are being held because all committee memberships began anew with the submission of new governance documents.

The new Budget Committee is the only Committee yet to be populated, and needs all new members.

The Dean, in accordance with Governance plan and bylaws, has appointed administrative staff to different committees:

Mohit Arora -	Steering Committee	Arthur McHugh -	Budget Committee
Laura Meoli-Ferrigno -	Assessment Committee	Susanna Marte -	Curriculum Committee
Matthew Paczkowski -	Admissions Committee	Craig Willingham -	Admissions Committee

The Chair moved on to state that the Students Graduate Student Government Association (GSGA) has submitted their nominations for student members and will finalize their nominations these nomination soon.

The Curriculum, Assessment and Admissions Committees must include one faculty member from each PhD program, designated by the doctoral program Directors. The Chair will be reaching out to them to identify their designees, with the objective of full School representation on all Committees.

The Chairs of each of these Committees will continue to serve on the Steering and Election Committee.

The Chair deferred to Paulo Lellis, who, sharing his computer screen, illustrated that the new Governance Plan and its bylaws have been updated and transferred to a new SharePoint drive, and, within the next three weeks, it will be populated with historical documents, from 2016 to present; and it will be shared with all voting members of the Governance Council.

Lastly, the Chair called for elections for the Ombudsman from three self-nominated faculty members: Drs. Spring Cooper, Jose Florez-Arango and Diana Romero. Each nominee gave a short speech detailing why each wanted to serve as Ombudsman.

After a call to vote, Diana Romero was determined to be the winner of the election for the Ombudsman position.

II. **Dean's Report**

Opening Statement

The Dean, Dr. Ayman El-Mohandes, joined the Chair in welcoming everyone back for the fall semester, and especially welcomed the three new faculty members our School has hired: Dr. Jose Florez-Arango, in Epidemiology and Biostatistics and Drs. Karmen Williams and Mustafa Hussein, both hired for the Health Policy and Management Department.

The Dean also congratulated those faculty members who were tenured and promoted in the last academic year: Dr. Brian Pavlonis, Environmental, Occupational, and Geospatial Sciences, who was tenured and promoted to Associate Professor and Dr. Nevin Cohen, Health Policy Management, who received early tenure and is assuming the Director position in the Urban Food Policy Institute.

The Dean thanked Distinguished Professor, Dr. Nick Freudenburg, founding Director of the Urban Food Policy Institute, whom Nevin is replacing, for his innumerable and outstanding contributions to the Institute and our School.

The Dean stressed that he will continue to seek new opportunities early tenure and promotion for our faculty, as these are priorities for him.

Our Communications Department emailed the link to the School's Annual Report, which celebrates our fifth anniversary as a consolidated School, providing highlights of all CUNY SPH achievements and accolades of the SPH community in programs and degrees, faculty research, governance, enrollment, budget, etc., and asked that all read it.

Fall Reopening

Dean El-Mohandes thanked Dr. Susan Klitzman, Sr. Associate Dean for Business and Administration, and Dr. Ashish Joshi, Sr. Associate Dean of Academic and Student Affairs, and both their teams for the great work done to ensure a smooth fall reopening, given all of the pandemic restraints and requirements imposed.

Also discussed:

- The upcoming requirements for the spring semester, with in-person classroom instruction percentages at 70%, meaning that CUNY SPH would need approximately 30 in-person classes due to the high percentage of on-line instruction at our School.

- The expectation that faculty in the spring to be available two days a week on campus to teach and interact with students.
- One-hundred percent of our students taking in person classes have been vaccinated—the highest at CUNY.
- CUNY SPH had a site visit with the PSC and Susan to review safety measures taken in the building; went very well. Safety measures taken by our School were approved, and Susan is addressing the few comments received.
- There is discussion at COPS and CUNY Central now for mandating vaccines for staff and faculty too.
- Working with Denis and Elizabeth to help define CUNY Central’s guidelines for biweekly random sampling/testing on the university’s campuses.
- Overall, the rate of positivity at CUNY is very low (.3%). The positivity rate for closure is 5% and we are far below this.
- We will have to continue to be flexible as we see how the delta variant evolves.

Ultimately, CUNY SPH and CUNY as a whole are in a better situation than other schools in the country.

SPH Enrollment and Budget Updates

Concerning enrollment and budget, the Dean stated that CUNY SPH is having its largest class enrolled ever, (950 students are matriculated in our graduate programs), but admission of new students down about 5%. He thanked Margaret Krudysz, Director of Admissions, and her team for their hard work.

Larger incoming student classes are not guaranteed, and the lower admissions will affect our budget in in years to come. This highlights the importance of “4 + 1” programs with other CUNY schools. The enrollment from these programs will help with the decline in tuition revenue from lower enrollment. The Dean thanked Ashish for cultivating these programs and relationships with other CUNY Schools.

Commenting on CUNY SPH’s budget, the Dean is extremely optimistic, expects strong budget forecasts for the next two years and is looking forward to the formation of the new Budget Committee.

Ongoing budgetary concerns remain faculty hiring, with a health economist in HPAM and a faculty member in EPI/BIO, and the expansion of the Dean’s Leadership group by hiring an Assistant Dean for Communications and Marketing, and an Assistant Dean for Administration to cope with additional duties.

CUNY Central Updates

Lastly, the Dean discussed the formation of a new CUNY Graduate Education Task Force, beginning a two-year process to reimagine and reinvigorate our graduate programs in ways that advance the University’s core missions and strengthen our impact and commitment as a world-class model for graduate education and research.

Both Dr. Terry Huang and Dr. Ashish Joshi are members of the task force, and he is positive they will represent our School the best way possible.

In closing, the Dean asked Susan if she wanted to add anything. Susan welcomed everyone back to campus for the fall semester, thanked all who helped prepare a safe environment, and referred to the CUNY SPH website where the School’s opening plans are posted.

Susan continued by stating that there have been zero cases of COVID at our School since the fall semester began and initiatives requested have been placed on the “back burner” due to the current pandemic situation, but with additional help, we will meet those goals.

The Dean closed his report, wishing all a great year.

III. GC Committee Matters

Admissions Committee

Admissions Chair, Dr. Ghada Soliman was given the floor and stated that the Admission Committee needs to keep its current members in place, or elect new members by October 20, 2021, as the October 20, 2021, deadline was approaching.

Names of anyone interested in joining the Admissions Committee should be sent to Meg and Lynn, copying Ghada on the emailed request. Seven members are required.

There is also a need to nominate an additional member for the three PhD programs. Ghada requested that submissions by November 15, 2021.

Applicants for the PhD programs have been reviewed and we have the highest number of total students enrolled this year.

The M.S. program in Migrant Health is seeing the greatest increase in numbers.

Meg is inviting all faculty members to attend Open Houses to help drive enrollment. The dates are listed on the School's website, recorded and put on FaceBook.

Candace Lamb is heading the Career Skills Academy and is the Director of the initiative.

Ghada expressed her thanks toward the "4 + 1" programs and social media updates for helping to drive School admissions, which ended her update.

Curriculum Committee

Curriculum Chair, Dr. Sean Haley was then given the opportunity to speak about the Curriculum Committee. He welcomed Suzanna Marte and Chloe Teasdale to the Committee.

Sean stated the Council on Education in Public Health (CEPH) is returning in 1 1/2 years, and the Committee is working to prepare for their return.

Instructional goals will be entered into draft next week.

Every Master's level syllabi is being reviewed for reconciliation and approval, and six syllabi have yet to be completed.

CEPH is focused on core courses and our core courses are good, with the concentration of courses being consistent.

The Committee will present all reviews to Department Chairs for assessment in approximately one week and have their next meeting on October 18, 2021.

Faculty Appointments Committee

Dr. Christian Grov, Chair, introduced himself and discussed the function of the Appointments, Promotion and Tenure (APT) Committee.

Christian stated it's been a busy year and he is working on three new appointments for faculty in the spring; promotion and/or tenure for five faculty members, and all sabbatical paperwork will be due early this academic year for anyone interested in taking a sabbatical this year.

Anyone needing assistance with the process should send an email.

Assessment Committee

Dr. Ilias Kavouras, Chair, welcomed the new members to the Committee and stated that he is looking for a PhD student representative to join the Assessment Committee.

The Committee is starting work for the School's accreditation and will develop a plan next year to help Academic Affairs with information the School needs for accreditation, and anticipates working with the Curriculum Committee to assess learning activities, specifically online and in-person fieldwork.

Ilias mentioned that teaching a limited number of courses will look at how in-person teaching is moving forward.

The next date for the Assessment Committee to meet will be September 30th; the meeting will be postponed, if needed, but it is critical for the Committee to keep moving forward.

IV. Associate Deans' Reports

Dr. Susan Klitzman, Sr. Associate Dean for Business and Administration

Susan took the floor and discussed CUNY's budget, comparing the financial plans fiscal year (FY) 21 to FY 22.

FY 22, (June 1, 2021 - June 30, 2022), looks to be much better for CUNY, with the CUNY budget already being formatted, and turned over to the CUNY Budget Committee.

CUNY as a whole has an operating budget of \$3.9 billion dollars. SPH has an operating budget of \$16.8 million dollars, with tuition and fees driving the majority of the School's budget.

CUNY's overall enrollment is down 17,000, but SPH has maintained and increased its enrollment.

SPH's tax-levy operating budget for FY 22 is \$15.6 million dollars, with \$8.4 million coming from tuition revenue, and \$13.8 million going towards employee salaries.

In summary, our School's financial position is stable, with an increasing amount of our budget coming from student tuition, and the largest expense being employee salaries and fringe benefits.

Susan closed her session stating that as our School continues to grow, and to keep in line with increasing student enrollment, SPH will seek to fill the following position in the coming years:

- Health Economics Professor
- Campus Peace Officers
- Alumni Relations staff
- Information Technology Staff

Dr. Ashish Joshi, Sr. Associate Dean for Student and Academic Affairs

Ashish thanked and welcomed everyone to the academic new year and provided an update for fall course offerings.

SPH is providing 16 in-person courses for the fall semester, with 187 students in attendance.

Courses for the upcoming spring semester are being scheduled with CUNY guidelines in mind.

Ashish gave a status update on academic partnerships with various CUNY institutions, where "4 + 1" agreements have been fully executed (Macaulay Honors College; Queens College; Medgar Evers College; Lehman College and York College); the establishment of a collaborative agreement with the Einstein College of Medicine; two new "4 + 1" initiatives with Brooklyn and Hunter Colleges; and also included that SPH is in the final stages of finalizing academic partnerships with City Tech and the Jacobi Department of Dentistry.

A "4 + 1" working group has been established to assist students.

Starting in October, a Public Health "Boot Camp" has been created, with help from Department Chairs, to expand

student support services. These workshops are available to all students without any additional costs, engaging alumni and graduate students.

Ashish close his session by mentioning the works in progress which includes a trend analysis of experiential learning placement during COVID.

Dr. Michele Kiely, Associate Dean for Research

Michele informed the audience's faculty member that all requests for summer salary must be submitted and to certify grant effort for Spring 2021.

Michele also reminded the faculty audience that a long-standing SPaR policy is for all grant proposals to be submitted five business days before their due date. In addition, N.I.H. grants are more likely to be reviewed if submitted early, and that all faculty must provide input to the School's Research Spreadsheet.

Growth in research expenditures at the School have increased from \$6 million dollars in FY 2017, to \$15.3 million dollars in FY 2021, with the average research expenditure per faculty member coming in at \$319,000, the highest in CUNY. Awards to CUNY SPH have increased three-fold since 2017.

Professors Denis Nash and Diana Romero requested to hear about content and focus areas, as a School, and requested support for research teams during the IRB transition.

Dean El-Mohandes mentioned that all grants and contract information is available in our recently completed annual report, which is being sent to all SPH faculty and staff.

V. Other Business

Professors Spring Cooper and Mary Schooling introduced their Teaching and Learning Collaborative to Address Systemic Racism. (Website - <https://chass.common.gc.cuny.edu/>)

Spring discussed:

Information is posted on the website, and presentations are given via Zoom meetings.

Committees meet occasionally to discuss projects, share work and active discussions. Books, articles and role-playing scenarios are done and there is a Google spreadsheet to keep track of work done.

Open to all who want to join meetings are held bi-weekly, every other Friday, from 2:00 to 4:00 pm.

Email Spring Cooper on Mary Schooling for more information.

Mary discussed:

Conceptualizing science to show Europe taking ideas from other societies, and acknowledging colonialism and its effects on systemic racism to discuss relativity to everything.

Dean El-Mohandes added that indigenous people make-up less than 1% of the SPH student population and he would like our School to be the "go to school" for this population.

VI. Adjournment

There being no further business, Chair of the Governance Committee, Glen Johnson Adjourned the meeting at 4:35 p.m.

Minutes respectfully submitted by Arthur McHugh.