Meeting Minutes of the Governance Council

Wednesday, March 30, 2022; 2:30 – 4:30 pm

Via Zoom

1. **Call to Order, Approval of the Minutes and Election**

Glen Johnson, Chair, conducted an attendance poll for the official role of attendance, at 2:34 pm. The meeting was then called to order, and a motion was made to approve the minutes of the February 23, 2022, Governance Council Meeting.

Approval for the minutes of the February 23, 2022, Governance Council meeting was seconded, and the Governance Council meeting began.

Glen opened the Meeting discussing the Ombudsman position, giving a brief general description of the position. After describing the position and its duties, Glen asked if there were any questions concerning the position.

Since there were no questions, Glen stated that the vote for the position would take place at the next Governance Council Meeting in May.

Glen also mentioned that a vote was needed for a faculty member to join the Academic Appeals Committee. Ilias Kavouras, Professor in the Department of Environmental, Occupational and Geospatial Sciences (EOGHS) and Assessment Committee Chair, discussed the position's responsibilities and asked for volunteers, stipulating that any volunteers must be a Governance Council faculty member.

1. **Dean’s Report**

The Dean, Dr. Ayman El-Mohandes, was given the floor, and he welcomed two (2) new faculty members to the School's ranks.

* Dr. Onur Baser, newly hired Associate Professor in the Department of Health Policy and Management (HPAM) from Columbia University, and the University of Michigan.
* Dr. Zachary Shahn, Assistant Professor in the Department of Epidemiology and Biostatistics (EPI/BIO), previously Sr. Research Analyst at I.B.M.

The Dean thanked both new faculty members for joining our School, and mentioned our School's number one (1) ranking in the Northeast, and sixteenth (16th) ranking in the country, out of one hundred and twenty-three (123) public health schools and programs across the nation.

Acknowledging Ashish's new position as the Dean of the University Of Memphis School Of Public Health, the Dean thanked Ashish for his integral role in the growth and success of our school, and offered his sincerest congratulations to Ashish in his new role.

There will be a national search to replace Ashish as the Senior Associate Dean of Academic and Student Affairs, with Terry Huang, Professor and Chair of Department Health Policy and Management (HPAM), and Director for the Center for Systems and Community Design, leading the Search Committee. The position should be advertised this summer, with a review of incoming CV's and resumes beginning in September. Hopefully we will have a new Senior Associate Dean on-board for the spring 2023 semester.

Shifting to the re-opening of our School for the spring 2022 semester, the Dean discussed:

* SPH has met CUNY Central requirements for staff to work 70% (3 days/week) from campus, beginning next Monday, and we have also met the 70% requirement of CUNY required in-person courses (20).
* The new Vaccination Policy from CUNY Central and Board: All instructional staff, ECP staff and faculty most be vaccinated. Rules and implementation now in process. Susan will update us on this policy during her presentation.
* Commencement will be June 2, 2022, in-person, at the Apollo. We will need to follow the COVID protocols for the venue, which are proof of vaccination and masking. The event will be live-streamed and the honorands will be Dr. Vivek Murthy, and Dr. Dave Chokshi.

The fall 2022 semester will probably bring fully in-person classes with vaccine requirements and testing, with online class options. Things are still undecided as there is a new variant and we do not know what will happen.

**Budget**

Overall, SPH’s budget is very strong, and we expect a positive fiscal situation for the next two years, and our enrollment is identical to last year, but there is concern about fall enrollments. Applications have dropped by one-third. Please review applications as they come in.

**CUNY Central Updates**

CUNY is investing $5 million in its graduate and professional schools. Full time faculty will be increased to replace adjunct faculty as the numbers of part time faculty are out of balance as compared to full time faculty.

Overall the Dean is happy with the distribution of our full-to-part time faculty ratio and will continue to support the faculty of our school.

The Dean closed his session stating he is pleased with the reputation of our School and its success, and he maintains an "open door" to all.

Glen welcomed both Onur Baser and Zachary (Zach) Shahn and told them to “shoot him an email” if they had any questions about the Governance Council.

1. **GC Committee Matters**

**Admissions Committee**

Admissions Chair, Dr. Ghada Soliman, Department of Environmental, Occupational and Geospatial Sciences, (EOGHS) was given the floor.

Ghada introduced the members of the Admissions Committee, including recent additions:

* Dr. Ghada Soliman, Chair
* Dr. Spring Cooper, Department of Community Health and Social Services (CHaSS)
* Dr. Bruce Lee, Department of Health Policy and Management (HPAM)
* Dr. Hongbin Zhang, Department of Epidemiology and Biostatistics (EPI/BIO)
* Mr. Matt Paczkowski, Academic Student Support Manager
* Mr. Craig Willingham, CUNY Urban Food Policy Institute
* Dr. Meg Krudysz, Director of Admissions
* Dr. Lynn Roberts, Associate Dean for Student and Alumni Affairs

Ghada then mentioned that the application deadline for the fall semester was extended to April 1, 2022, for all masters’ programs, and May 1, 2022, for all certificate programs, and requested that all Department expedite their review of applications to keep admissions “rolling”.

A shared report was reviewed detailing the number of PhD applications under review for the fall semester, and the overall fall 2022 semester admissions numbers, effective March 16, 2022.

The Current Recruitment Events schedule was given and Ghada allowed time for questions anyone might have.

There were no questions, Ghada thanked everyone, and closed her session.

**Assessment Committee**

Dr. Sergio Costa, newly appointed Interim Assistant Dean for Digital Learning, Marketing and Communications provided a brief analysis of an Assessment Committee report, “Fall 2021 Course Evaluations Comments Analysis”.

The report focused on student feedback on Instructor performance concerning the following themes:

Response Instructor presence Feedback

Pedagogy Flexible Supportive

Content Workload Organized

Community Technology Navigation

Group

The overall student response to the questions asked of them was positive.

Upon seeing Sergio’s presentation, the Dean welcomed and congratulated him to the new Assistant Dean for Digital Learning, Marketing and Communications position and stressed the importance of the position as our School transitions to more high-level online courses.

The Dean also welcomed Ms. Danielle Greene, our School’s new Executive Director of State and Local Public Health Initiatives. Ms. Greene will lead and manage the School’s activities in the Pandemic Response Institute, overseeing grants, contracts and identifying opportunities with both the city and state. Ms. Greene comes from the NYS Department of Health, where she was Chief of Staff to the Commissioner and an integral part of the State’s COVID-19 response.

As there were no questions for Sergio’s presentation, Ilias Kavouras, Assessment Committee Chair, summarized that Sergio will continue to work with the Assessment Committee.

Ilias stressed that students have different needs and expectations and different modalities are need to reach them, and another exercise of a similar nature will be done for the spring 2022 semester.

Different faculty members asked questions regarding the report that were answered by both Sergio and Ilias, and the Assessment Committee’s session was closed.

**IV.**  **Associate Deans' Reports**

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

Ashish was unable to attend today’s meeting.

**Dr. Michele Kiely, Associate Dean for Research**

Michele was given the floor and brought attention to the hiring of a new Grants manager, Ms. Meredith Brenner, and two (2) new students to assist the Sponsored Programs and Research (SPaR) Department. Response times to faculty inquiries will improve now that more staff have been added to the Department.

The following two (2) events will take place in the next week:

* April 5, 2022 – Nick Freudenberg, Distinguished Professor, Community Health and Social Services (CHaSS), and Diana Romero, Associate Professor, Community Health and Social Services (CHaSS), will have a talk regarding foundation grant that will be recorded.
* April 8, 2022 – has been designate “Funding Friday” hosted by the Research Foundation to discuss grant funding.

Michele reminded all faculty to submit their effort certification for their grant funded projects.

In closing, Michele mentioned that she and Pedro Mateu-Gelabert, Associate Professor, Community Health and Social Services (CHaSS), hired a student, Aliyah Gayle. A presentation of her findings on the faculty survey, based on opinions, needs and satisfaction, is available. Any faculty interested in the survey’s results can email Michele or set a personal meeting to discuss.

**Dr. Susan Klitzman, Senior Associate Dean of Administration**

Susan took the floor and began her session following up on the Dean’s earlier comments regarding the CUNY’s ongoing vaccine policies.

* CUNY’s random testing of anyone who uploaded proof of vaccination is continuing. Anyone selected for random testing will receive an email with instructions. Once you receive your email from Cleared 4, you have one (1) week to visit a CUNY site to be tested or your access to our campus will be suspended, pending completion of your PCR COVID test.

Information regarding random testing is posted on both the CUNY and CUNY SPH websites.

* CUNY’s Vaccine policy requires that all full-time and part-time faculty, PSC members, HEO Staff and ECP Members be vaccinated by May 27, 2022.

If you have any questions please contact Arthur and he can assist if needed.

Susan segued into the fact that CUNY is transitioning its email system from our current email provider, Outlook, to Microsoft, and asked Mohit Arora, Director of Technology, to discuss.

Mohit discussed the following points regarding the upcoming shift to Microsoft:

* Our email is currently hosted on CUNY servers by CIS.
* The transition to Office 365, hosted in the Microsoft Cloud will happen in June 2022 to improve resiliency and integration with other Microsoft-hosted cloud based services. It will also improve security and access to the latest technology with Microsoft.
* This will affect all CUNY tax-levy and non-tax-levy employees, with all email addresses remaining the same.
* The transition process will begin the first week of May 2022, and end December 1, 2022, with no access to old mailboxes as of that date.

Mohit further discussed that all employees will be responsible for moving their email content to Microsoft by the December 1, 2022 deadline. User guides will be provided and the HelpDesk team is available to assist by appointment.

Mohit answered numerous questions regarding the process and assured all that the SPH I.T. Department was there to assist as needed.

Susan closed her session and the meeting moved onto the next item on the agenda.

**Other Business**

Emma Tsui, Associate Professor, Community Health and Social Services (CHaSS), introduced herself and began the discussion on the quality of life on 125th Street.

Emma began conversation talking about concerns students, faculty, and staff are having returning to campus, given the escalation of violence, especially towards the Asian community, and wondering why this level of violence was occurring. Emma stated that that the level of poverty in the immediate area of the School has not been witnessed at this level before.

Others present on the call mentioned similar feelings for their personal safety, and it might be helpful for the School to develop relationships within the neighborhood to gain more insight and context into what is happening here.

The conversation progressed, detailing that complex issues are occurring here, and no simple answers are present. Deeper conversation is needed to provide momentum to build on. Deborah Levine, Harlem Health Initiative Community Outreach Director offered her help to develop more context.

Various attendees offered input:

* Narcam training and other projects are worth knowing about.
* The COVID pandemic helped shape what is occurring here, given Harlem’s history.
* “Resonates down and outness. Anything we could do will be welcome”.

Vicky Ngo, Associate Professor, Community Health and Social Services (CHaSS), and Director of the CUNY Center for Innovation in Mental Health, invited all to join and participate in forums, especially those regarding mental health.

Glen stated that everyone agrees that there are dramatic changes before and after the pandemic, but “what can be done?”, and suggested Public Safety might have something to offer.

Emma took the opportunity to thank Public Safety for their support during the pandemic

Glen added that there has to be a “root cause” and this is where public health is needed the most. “Someone down and out is not necessarily a bad person…”

Diana suggested multiple activities moving forward, with student inclusion, both informative and collaborative, and sharing information may help, welcoming additional ideas to move forward.

Emma thanked all for the opportunity to discuss, and suggested another conversation is need to discuss the Schools’ options to help.

In closing, Emma added that there is a collaboration April 15, 2022, from 2:30-4pm. The Antiracist Teaching Collaborative at the SPH will host a team based at the Johns Hopkins Bloomberg School of Public Health for a workshop on white supremacy culture and utilizing anti-oppressive pedagogical practices, with more information forthcoming via SPH Update; and anyone interested in the Oral History Project should email her if interested.

Glen opened the floor to anyone who want to share information or provide an update.

Lynn mentioned that Student Disability Services is hosting a conference call to make our campus more accessible to all on April 5, 2022; with another conference call to be held April 7, 2022, for students only. More information will be provided via email.

Lynn thanked Jeanette Rodriguez and Sara Ingram, the Student Disability Service team, for facilitating and added that both Sahana Gupta, Chief Diversity Officer, and Arthur McHugh, will be present and answer questions on the April 5, 2022 call.

Lastly, Lynn mentioned that next month is Health and Wellness week, and towards the end of April and we are planning to do something.

**VI. Adjournment**

There being no further business, Chair of the Governance Committee, Glen Johnson Adjourned the meeting at 4:00 p.m.

Minutes respectfully submitted by Arthur McHugh.