Meeting Minutes of the Governance Council

Wednesday, December 8, 2021; 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 2:35 pm. The meeting was then called to order, and a motion was made to approve the minutes of the October 21, 2021. Approval for the minutes of the October 21, 2021, Governance Council meeting was seconded, and the December 8, 2021, Governance Council meeting began.

Votes on the following proposed bylaw amendments were taken:

1. PhD program representatives (Appendix 1)

 **Proposed Vote for the Governance Council**

 Vote 1:

1. Do not change anything and proceed with completing these committee memberships with PhD program representatives, as required by the current By-Laws, or
2. Change this requirement to enable one of the options in Vote 2.

 Vote 2:

 Change the current language to either eliminate the requirement for a PhD program representative, accepting an even number of voting members (option a) or replace the PhD program representative with an at-large faculty member to be elected by the voting faculty of the Governance Council (option b).

 Votes on both options failed to attain quorum, and a conversation was held to re-vote on the first option. A quorum was reached and passed on option "A" of Vote 2; to eliminate this requirement and use the proposed amended language.

2. Academic Appeals Committee (Appendix 2)

 X.1. Composition: The Academic Appeals Committee shall be composed of four voting members, as

 follows: one faculty member from each Department, for three-year renewable terms selected as described in Article III, Section 7. of the Governance Plan. The Director of Academic Affairs shall serve on

 this committee as AN ex-officio non-voting member

 X.2. Selection: Each department shall elect one faculty member to serve on the Academic Appeals Committee.

 X.3. The voting members of the Academic Appeals Committee shall elect one faculty member of the Committee to serve as chair, who shall serve a three-year renewable term.

 X.4. The Academic Appeals Committee may invite feedback as needed to gather evidence related to

 specific appeal

 The above language was proposed by the Academic Appeals Committee's existing members to develop the composition of the Committee.

 Discussion commenced and after several minutes it was decided that this amendment will be at the next Governance Council Meeting.

1. **Dean’s Report**

The Dean, Dr. Ayman El-Mohandes, was given the floor, and he discussed:

 **Spring Reopening**

 For the spring 2022 semester, CUNY wants the percentage of in-person classroom instruction courses to be 70%. At SPH that translates to about 30 in-person classes because of the high percentage of courses taught online at our School. Ashish and his team would handle this.

 **Random Testing**

 The random testing of all vaccinated CUNY staff has begun. Those staff with remote work agreements are not required to test. You do not have to do this if you have a remote work agreement. Just let Arthur know and he’ll update the Cleared4 system by removing you from the test pool to remove you from the testing requirement, until you are back on campus.

 **Staff returning to the Campus**

CUNY expects all staff to return to work, working at 70% capacity. For our campus, that means staff should report to the campus three days per week, to accommodate each other with social distancing in compliance with current requirements.

 **Budget**

Overall, SPH’s budget is very strong, and our priorities continue to be faculty recruitment.

 Student recruitment for the spring is similar to last year. We have a large number of international students and we will have to wait and see if they are able to attend due to visa requirements/restrictions.

 The Dean thanked the Governance Council for being "team players" and for their flexibility with ever- changing circumstances.

 **CUNY Central Updates**

CUNY is increasing its graduate school budget and our School budget will be its largest in my eight years with SPH, this will enable important and much needed investment in CUNY graduate programs.

 CUNY is also starting its Graduate Education Task Force Initiative. Ashish and Terry are representing SPH on the Task Force. With a two-year strategic review of graduate education, its focus will be growth and sustainability.

 CUNY is adding one thousand seventy-five new faculty positions, and will replace five hundred Adjunct positions with Lecturer positions

 It is mandatory that SPH increases its number of CUNY Students in SPH programs; the "4 + 1" programs around the University will assist us in this mandate.

 **Miscellaneous Items**

 The Council on Education for Public Health (CEPH)has extended our School's accreditation review one year to Fall 2024.

 Our School has hired Dr. Onur Baser, Health Economist, as an Associate Professor of Health Economics in HPAM. He is currently at the University of Michigan and will be joining us in January. Please join me in welcoming him.

 We are hoping to hire one additional faculty member, a Biostatistician for EPI/BIO, and we are hoping to get a search waiver for his hire. He is highly recommended by faculty member Levi Waldron.

The Dean closed by wishing all a Happy Holiday season, Happy New Year, a successful remainder of the semester, and reminded faculty to review student applications.

1. **GC Committee Matters**

**Admissions Committee**

Admissions Chair, Dr. Ghada Soliman, donated her time back to the Council.

**Curriculum Committee**

Curriculum Chair, Dr. Sean Haley was given the floor.

The draft of the Instructional Goal was re-drafted to incorporate suggested changes and sentiment. As no additional thoughts or comments were offered, Sean motioned for a vote to be taken on the draft. Quorum passed. Sean thanked the Council for its input and guidance.

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

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

Susan took the floor and thanked and congratulated everyone as our School has had no COVID cases on its campus.

Susan reminded everyone to remain vigilant, and reminded all that our campus will be physically closed the week between Christmas and New Years' Day. Staff have the option of using annual leave or working remotely for the week.

Random testing of anyone who uploaded proof of vaccination and is part of the testing pool has begun, unless you have a remote work agreement in place. Anyone selected for random testing will receive an email with instructions. If you do not have plans to come to campus, please let Arthur know so you can be removed from the testing pool. Susan also stated that if you do not comply with random testing, you will not be allowed on campus.

The following questions were asked:

* Christian - "If testing is required during the holidays and you are unable to test can you get tested upon return to campus after the holidays?" Answer: Yes, you can be tested after the holidays, but you must be tested prior to returning to campus.
* Ghada mentioned that she was sent an email to her SPH email address, and some staff received notice from the Graduate Center. Answer: the Cleared4 system will send the testing notice to what is in CUNYFirst as the "preferred email address" list for the employee. All employees should check all of their email addresses listed in CUNYFirst.
* Sean asked, "Are they testing for variants?" The Dean answered "No", they are not testing for variants.

 Susan resumed with her report, and stated for the spring semester we will have more available classes in-person, and there is an expectation of staff returning to campus 70%, working seven out of ten days in a two-week period. Our School will be open on a Monday through Thursday schedule, with the campus closed on Fridays. All employees are expected to come to campus three-days per week and work remotely on Fridays.

 Some protections will be in-place, (i.e. - masking and Social distancing of six feet), and we need the cooperation of everyone to continue to keep our campus safe.

 Susan mentioned that if anyone wants to schedule an in-person event on campus, Campus Facilities must be contacted with at least one-weeks' notice prior to the event. We will try to accommodate all requests to the best of our ability.

 Lastly, Susan closed stating that we will utilize all space available to accommodate our staff, and we are seeking the cooperation of all Department Chairs and faculty, should we request to utilize their offices/spaces to accommodate staff coming to campus.

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

Ashish took the floor and shared his screen for a PowerPoint presentation.

 For the upcoming spring semester, Ashish stated that twenty-six of the eighty-six classes offered this semester will be in-person and on-campus.

 The "4 + 1+"programs with Lehman College, Queens College, York College and the Macaulay Honors College are in place and we are waiting for finalization from Medgar Evans College.

 SPH is finalizing the memorandum of agreement with the Jacobi Hospital Dental Residency program and in discussions with the Graduate Center for a memorandum of agreement for a BA program.

 The meetings with the Graduate Education Task Force have been great and cordial, with discussion on regional, national and international graduate student trends and what CUNY can do to increase its graduate student numbers.

 Lastly, Ashish closed mentioning that CUNY SPH is launching an initiative with Study Innovation to increase online recruitment. It will launch January 25, 2022, and will work with the Admissions Department on marketing to increase our visibility.

 **Other Business**

 Ms. Himani Sharma Co-Chair for the Committee for Equity and Inclusion (C.E.I.) presented a PowerPoint presentation on the suggestions and concerns of the Committee.

 The C.E.I suggests the use of a form to:

1. Act on recommendations from the Summer 2020 Racial Justice and Equity Survey to promote safe spaces and support groups focusing on DEI issues for BIPOC students, faculty, and staff; and provide a supportive and confidential place where everyone within SPH, particularly people of color, can go and speak about their experience of racism without feeling like what they say will get back to the person or people they are talking about.
2. Provide a safe and supportive place (tool) for students, faculty, and staff to express their experience and concerns with issues related to DEI, without fear of reprisal.
3. Enable the Committee to feel and understand the DEI pulse at the School through communication between students, faculty and staff and the Committee for Equity and Inclusion (CEI); allowing the SPH community to share suggestions on how we can advance DEI in the school culture and climate; providing a mechanism that allows the committee to identify patterns of concern that fall short of illegal behavior

 The C.E.I. wants to use the form to create a baseline, and will provide a link to the form on the C.E.I. website, launching in January. Staff would be able to complete the and have the option to complete the form anonymously, or share their name, if desired.

 Himani then open the floor to the Council attendees for questions.

 Ilias - cautioned against using this form for issues that need to go to other venues/pathways for resolution, but it would be an excellent form for feedback as long as it does not replace official reports, and remains confidential

 The Chief Diversity Officer (C.D.O.) Sahana Gupta answered that she would forward the form to correct party, if needed.

 Denis, Ghada and Andrew all concurred, and stated that if a completed form does rise to the level where it needs to be reported to Human Resources, then it is beyond the purview of the Committee, and the form should be submitted to Pat Stein, SPH Legal Counsel, to address the form's language should there be need for Human Resources to be involved.

 A statement was made that there needs to be clarification as to what should, and should not be reported to this Committee, out of concerns for confidentiality and reporting issues to the correct party.

 Himani thanked the Committee for its feedback on her presentation

 **VI. Adjournment**

 There being no further business, Chair of the Governance Committee, Glen Johnson Adjourned the meeting at 4:15 p.m.

 Minutes respectfully submitted by Arthur McHugh.