**Meeting Minutes of the Governance Council**

Tuesday September 12, 2023 1:30-3:30pm

Room 708, Auditorium; Chair: Glen Johnson

**Call to Order and Approval of the Minutes**

Glen Johnson, Chair, called the meeting to order at 1:35pm. He requested and received approval of minutes from the April 26, 2023 meeting. Glen welcomed everyone back for the fall semester and thanked Matt Paczkowski for starting as Governance Council Secretary and Arthur McHugh for his service as former Secretary. Glen introduced four new SPH faculty members: Assistant Professor Philip Kreniske (in CHSS); Assistant Professor Sehyun Oh (in EPID-BIOS);Assistant Professor Rachael Piltch-Loeb (in EOGHS); and, Assistant Professor Nash Rochman (in EPID-BIOS). He also welcomed the new SPH librarian, Rosemary Farrell.

**Committee on Equity and Inclusion Elections**

Glen called for a motion to hold the vote to elect a staff representative and a faculty representative to the Committee on Equity and Inclusion. Tina Lin was elected as staff representative with twenty (20) votes, and Rachel Piltch-Loeb was elected as faculty representative with forty-one (41) votes.

**Dean’s Report**

Ayman El-Mohandes opened by welcoming everyone back and joined Glen in extending a warm welcome to the new faculty. Ayman introduced Terry McGovern, the new Senior Associate Dean for Academic and Student Affairs, and congratulated the following faculty members on their recent tenure and promotion: Spring Cooper, for tenure as Associate Professor (in CHSS); Ghada Soliman, named full Professor (in EOGHS); Levi Waldron, named full Professor (in EPID-BIOS); and, Sean Haley, named Associate Professor (in HPAM). Ayman also welcomed Jeffrey Lazarus (in HPAM) who started with us last academic year. He congratulated Renee Goodwin (in EPID-BIOS) and Terry Huang (in HPAM), both named Distinguished Professors, joining Luisa Borrell, Nick Freudenberg, and Denis Nash as CUNY SPH distinguished professors.

Ayman provided updates to CUNY Central’s new performance management process (PMP) and outlined CUNY’s 7-year Strategic Plan. He noted the four major goals of the plan and emphasized the need to align the University’s strategic plan with SPH’s. Ayman illustrated that cohesion already exists between both plans and stated that we are required to submit our analysis on this alignment in October. The PMP will be due next June. Progress and updates will be forthcoming at future meetings.

Turning to enrollment and the budget, Ayman congratulated Lynn Roberts, Meg Krudysz, and the entire Admissions team for a very successful fall recruitment. He also thanked the Registrar, Bursar, and Financial Aid Offices for their student support. This fall is the second highest enrollment in the School’s history, and the enrollment yield is the highest the School has seen in the last 5 years—nearly 40%. Ayman noted that the investment of about $500,000 from the Research Foundation on new master’s scholarships helped attract matriculants. The success of the fall semester positions a strong budget and financial situation for the next two years. On adjunct expenditures, Ayman showed that the adjunct spending in Fall 2023 is nearly the same as it was in Fall 2022, despite the University requirement to cut adjunct spending. We were not able to significantly decrease expenditures in this area, as doing so would have hurt the quality of our academic programs. Ayman presented Fall 2022 data on FTE-Faculty ratios arranged by the department, where, in almost all instances, the ratios are within the 1:15 ratio, his commitment to faculty.

Ayman spoke on the parameters and computation of faculty workload and course buyout, which is based on annual 12-month salary and a workload of 12 credits per hour. In the discussion that followed, Renee Goodwin asked about NIH, which uses a 9-month salary computation. Ayman consulted with the President of the CUNY Research Foundation and confirmed that the NIH uses a 9-month salary. Faculty had additional questions on computation. Sean Haley called for a point of order. Ayman offered to meet with the few faculty members affected to clarify, and a detailed memorandum on the computation process will be sent to the faculty within the next few days.

**Curriculum Committee Report**

*Sean Haley, Curriculum Committee Chair*

Sean Haley thanked the Committee for their hard work over the summer. He presented an overview of the interdisciplinary nature of the core coursework, and noted that it is now time to assess and update the core. Sean shared feedback from faculty, alumni, employers, and students, specifically noting the following issues: drift between competencies and assessments across sections; modality (assessments not appropriate for all course modes); and, the need for evidence of didactic instruction of CEPH-prescribed competencies. He presented proposed content changes for each of the five core courses, noting that the competency alignment will not be altered. Sean covered a projected timeline for the core curriculum revision for the 2023-2024 academic year with the goal to implement curriculum updates for the Spring 2024 semester. The Curriculum Committee needs volunteers from each department to assist. Ilias Kavouras asked that the updates be sent to the departments from the Curriculum Committee for review and implementation. Diana Romero questioned the balance between quantitative and qualitative competencies in PUBH 613 and PUBH 614; Mary Schooling noted that the qualitative materials will not be changing, only the quantitative areas of the course. Ghada Soliman added that EOGHS competencies are missing from the CEPH requirements, and a 23rd competency was added to address this during the 2019 curriculum changes.

**Assessment Committee Report**

*Ilias Kavouras, Assessment Committee Chair*

Ilias Kavouras presented key findings on faculty job satisfaction from the COACHE Survey in comparison with our five peer institutes. Participation was at 61%, an increase from the previous COACHE Survey four years prior. Ilias noted that in almost all areas, satisfaction increased. He noted that interdisciplinary work is one area where we can continue to work moving forward. Additional areas for possible improvement include leadership, culture, shared governance, nature of work (teaching), and departmental quality.

**Budget Committee Report**

*Karen Florez, Budget Committee Chair*

Karen Florez reported on progress of the Faculty Success Program (FSP). Karen spoke of her own experience with FSP, and its aim at fostering success in productivity, long-term goals, and work-life balance. Karen noted that the program really helped prioritize her summer. Next, Karmen Williams shared her experiences with FSP, and how the program helped her to strategize tenure and promotion goals with peers at the Assistant Professor level. Both Karen and Karmen noted that completing this program during the summer was useful and manageable, though it is offered during fall and spring semesters, too.

**Associate Deans’ Reports**

*Terry McGovern, Senior Associate Dean for Academic and Student Affairs*

Terry McGovern expressed enthusiasm for her new role as Senior Associate Dean for Academic and Student Affairs. She introduced her background in public health, law, advocacy, and higher education. Terry outlined goals for the academic year, including 4+1 initiatives and increased partnerships. Robyn Gertner presented an overview of the CEPH timeline and asked faculty to help by collecting samples of student work (specifically with fieldwork and capstone), keeping scholarship in Watermark up to date, and identifying employers of CUNY SPH alumni. Hannah Lathan then shared an update from the Office of Experiential Learning on Handshake and a Virtual Speed Networking even to be held November 8th for both current students and alumni.

*Susan Klitzman, Senior Associate Dean of Administration*

Susan Klitzman noted that she would move her presentation to the next meeting due to time constraints.

*Michele Kiely, Associate Dean for Research*

Michele Kiely reminded faculty of the handbook on post-award procedures from the Office of Sponsored Programs and Research (SPaR). Michele drafted ethical guidelines for when research is funded by a pharmaceutical company and shared these with the Council. Policies were proposed in the following areas: conflict of interest, disclosure of funding sources, academic freedom and independence, research design and data integrity, publication and reporting, responsible collaboration, transparency and public engagement, education and training, and continuous evaluation. Nevin Cohen and Jeffrey Lazarus noted that many of these regulations are required for all research, not just when working with pharmaceutical companies. Nick Freudenberg questioned intellectual property rights (whether the rights should be public when coming from a publicly-funded university) and enforcement. Diana noted mock-FDA boards could be included in these guidelines. Sean and Denis noted that additional input from faculty would be useful; Michele stated that the guidelines are a draft and open to feedback and suggestions.

*Lynn Roberts, Associate Dean of Student Affairs & Alumni Relations*

Lynn Roberts welcomed the new student representatives to the committee: Zaire Ali, Rachel Thompson, Justine Maffei, Bryant Tufino Flores, and Malika Christopher. Vacant positions are still open for a CHSS representative, and GSGA elections for a master’s senator, a doctoral senator, and an advanced certificate senator. Students must be active for fall and spring semesters and in good academic standing. Lynn also noted that there will be an upcoming student meet-and-greet with Terry McGovern, and that SPH joined the CUNY LGBTQI+ consortium membership, which includes a grant and an oral history project. She concluded with a reminder that there are more events to come, which will be announced soon.

**Other Business**

Sean Haley, Curriculum Committee Chair, offered to move his GC Agenda Proposal to the next meeting due to time contraints.

Maya Beasley, President/Consultant of The T10 Group, presented on a campus climate survey. The survey is part of an overall assessment, which will include both a survey and focus groups. The survey will go to students, staff, faculty, and a small group of engaged alumni. The survey will run September 18th – Mid-October, will be distributed by email, and will be tailored to the participant’s title (student, staff, faculty, alumni). Focus groups will be held mid-October through mid-November, and a comprehensive report will follow. Ilias asked about survey response rates, which have been low for students at SPH. Maya noted that the survey will be open for an extended time, and will included several automated reminders. She also noted that faculty, staff, and student buy-in is important for a strong response rate. Denis Nash added that incentives can be helpful, too.

**Adjournment**

There being no further business, Glen adjourned the meeting at 3:48 p.m.

Minutes submitted by Matt Paczkowski