

**Joint SPS/FPS Subcommittees Meeting**  
**Agenda -- Tuesday, May 6, 2014**  
**Room 610 Haaren**  
**3:00 – 4:30 pm**

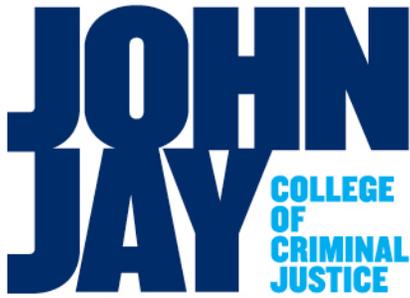
1. Approval of Minutes for April 23, 2014. Proposed minutes and related documents are attached.
2. Budget Report. Pat Ketterer will provide an update on the financial plan projection and on potential options to balance the FY 2015 budget, including a review of the mid-year all-funds report and associated opportunities. Documents will be emailed to you directly on Monday.
3. Faculty Senate Request for Consideration. Faculty Senate President Kaplowitz is seeking endorsement of a workload mitigation proposal from the Senate. See attached document.
4. Discussion of PMP Campus-Specific Goals. This is an ongoing discussion which we should try to wrap up. Consider contributing to the current email conversation so we can think some of this through before the meeting.
5. New Business.

**Joint Meeting: SPS – FPS  
Minutes  
May 6, 2014**

**Present:** Jane Bowers, James Llana (*SPS Chair*), Robert Pignatello (*FPS Chair*), Ricardo Anzaldua, Ned Benton, Kim Chandler, Janice Dunham, Karen Kaplowitz, Patricia Ketterer, Virginia Moreno, Carina Quintian, Fritz Umbach, Mariani Mewengkang (*Recorder*)

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1. **Approval of Minutes for April 23, 2014.** Minutes were approved as proposed.
2. **Budget Report.** John Jay's deficit number has not changed since the last meeting. [The budget document discussed went by email to the subcommittees with the agenda.] There has also been no update about the Compact budget, though it is still expected that we will get about 75% of last year's Compact. Due to our budgetary constraints we will not be able to fund any new investments. We are in the process of completing 14 searches for faculty who will start in the fall. We have also added 7 sub lines. Though we need 4 more sub lines we have not been authorized for more searches. We may also have to think about whether or not we can afford to hire for the vacancies that have received exemptions. We may need to use funds from other areas such as the Student Activity Fee, Research Foundation, Aux Corp, and Philanthropy to remove our deficit. The deficit numbers for FY 2016 are not looking any better. There was concern raised about what the Differential Tuition money is being used for. It was asked if that money can be used to invest in programs. There was also a question about what the decision-making process is for using those funds. Interested parties may want to meet to discuss these concerns.
3. **Faculty Senate Request for Consideration. – Amended** - Faculty Senate Request for Consideration. Karen K. shared with the committee a letter she wrote to President Travis on behalf of the Faculty Senate regarding faculty workload. The letter which reported a resolution which had been endorsed unanimously by the Faculty Senate as well as by the Council of Chairs, requests \$240 thousand to allocate towards faculty course reassignments. There is already \$120 thousand allocated, but the Faculty Senate is requesting an additional \$120 thousand. It was suggested that as a last resort, this could be funded from vacant faculty positions. If this request goes through, the college will need to find a stable source for funding. The Faculty Workload issue has been a consistent complaint among our faculty. It has also been an issue for candidates we are interested in hiring. The committee discussed the proposal in anticipation of a vote at a later date.
4. **Discussion of PMP Campus – Specific Goals.** We need to come up with specific goals by the end of the May 20, meeting as we have to report back to CUNY in June. The campus-specific goals should be ones we can reach within a year or two. Ideas suggested include: rebalancing our enrollment in the majors, improving classroom usage, and a metric focused on student learning. It was asked why we are not using CLA results as part of the PMP. The response was that a year's worth of CLA results would not be enough. Also, CUNY may start to use the CLA so we should be cautious about using the CLA before the other CUNYs do. This conversation will continue at our next SPS/FPS meeting.
5. **New Business.** Jane, Jim, and Karen, the co-chairs for the Steering Committee for Strategic Planning shared with the committee the names of faculty members they have nominated to join the Steering Committee. The group will consist of 5 faculty members, 2 students, and administrators. The co-chairs asked for committee comments and recommendations. Ideas should be sent to Jane. The Steering Committee will come up with preliminary thoughts, ideas, and goals for the college for the next five years. The committee should begin work early in the fall semester.



*Karen Kaplowitz, PhD  
President  
Faculty Senate*

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May 5, 2014

Dear Associate Provost Llana and Senior Vice President Pignatello,

I write on behalf of both the Faculty Senate and the Council of Chairs to request that the following FY15 budget request be placed on the agenda of the May 6, 2014, meeting of the FPS for action by that body:

➤ **\$240,000 allocation for Year Two of a Faculty Workload Program**

**Explanation:** At its meeting of **April 24, 2014**, the **Faculty Senate** adopted the following statement by **unanimous** vote, and on **April 30, 2014**, the **Council of Chairs** subsequently adopted the same statement by **unanimous** vote, designating it a “Joint Statement of the Faculty Senate and the Council of Chairs”:

**Joint Statement of the Faculty Senate and the Council of Chairs**

The Faculty Senate and the Council of Chairs congratulate and thank Provost Bowers for implementing a workload mitigation program this year. To do so, Provost Bowers and the College Administration allocated \$120,000, which was derived from funds obtained by not filling two full-time faculty lines. Workload mitigation has been identified as the top priority of the John Jay faculty and of the Faculty Senate, which represents it, and of the Council of Chairs.

The Faculty Senate and Council of Chairs accordingly call upon the John Jay Administration:

- To double that amount for next year – FY15 – so that the second year of the workload mitigation program shall be in the amount of at least \$240,000.

- To allocate yearly incremental increases of at least \$120,000 for the program.
- To derive these monies from stable and renewable sources of funding, even if doing so requires temporarily reallocating funds from unfilled full-time faculty lines.
- To develop the principles and methods of allocating all course reductions in consultation with elected faculty leaders of the Faculty Senate and Council of Chairs and other appropriate elected faculty governance bodies.

As already reported to you, previously, on April 9, 2014, the Faculty Senate had adopted the following statement without dissent (30 yes - 0 no -1 abstention):

In a reaffirmation of our faculty-wide campaign for a reduction of the College's 4-3 base teaching load (and, for lecturers, 5-4 base teaching load), the need for which is evidenced by the results of the COACHE survey, we declare that teaching load reduction is our top priority. The current teaching load harms our students' academic success. We hold that resources in the College budget should be directed to mitigating teaching load for our current faculty even if it means not hiring new faculty. We call upon the administration of John Jay to support the faculty's top priority.

The 2012 COACHE Faculty Job Satisfaction Survey "Provost's Report" for our College states: "The key for every faculty member is to strike a balance between institutional expectations for each aspect of work and time and ability to perform that work. Dissatisfaction can occur when faculty members feel expectations are unreasonable, institutional support is lacking, or the distribution of work is inequitable. Time is the common denominator; if faculty do not have time to adequately perform in any of these areas [research, teaching, and service] commensurate with expectations, dissatisfaction can occur and morale and productivity can suffer" (p. 18).

We note that the COACHE Survey results of John Jay's tenured faculty show that 53% of the respondents said that the teaching load at John Jay is one of the "Worst aspects of working at John Jay" but did not make it at all into the "Best aspects of working at John Jay." John Jay's Office of Institutional August 2012 Report analyzing the survey results notes that "Twice as many faculty report dissatisfaction with teaching load than our peer institutions and would negotiate it in their contract if they could. They are also more dissatisfied with time spend to administrative work. They disagree that they are able to balance their time spent on teaching, performing research and in service" (pp. 5-6).

Asked "If you could negotiate adjustments to your employment, which one of the following items would you most like to adjust?, 59% of John Jay's tenured faculty identified teaching load (e.g., course release) compared to 25% of peer institutions and 14% of all institutions

participating in the survey. As to the statement: “I am able to balance teaching, research, and service activities expected of me,” 59% at John Jay disagreed while 41% disagreed at peer institutions and 38% disagreed at all institutions (p 6). [The five peer institutions for this Report, chosen by John Jay Administration, were College of Staten Island/CUNY; Hunter College/CUNY; Queens College/CUNY; Buffalo State College/SUNY; and University of Wisconsin at Parkside.]

It is the Faculty Senate’s strongly held belief and experience that the academic success of our students suffers when faculty do not have sufficient time to provide the regular, timely, and meaningful feedback our students need and deserve. When we admit students to our College, we implicitly pledge to them that we will do everything within our power to enable them to succeed academically and personally. This requires giving faculty the time and the opportunity to provide that feedback to all our students, from those with extraordinary advanced skills and talents to those who are not yet fully prepared for college-level work and life.

Teaching at John Jay is an act of social justice for many of us on the faculty. We treasure our work and our students. We ask the John Jay Administration to support us as we support, teach, mentor, motivate, and – we hope – inspire our students.

Faculty also are committed to rigorous and active research agendas and to creating powerful and transformative works of art. For these activities, the faculty also need the support of our Administration.

Furthermore, our success in recruiting excellent members of our faculty and our success in retaining them at John Jay is inextricably bound to the teaching load we offer them and the teaching load we require them to maintain. This workload initiative is critical to the faculty excellence in teaching, research, and service that our students, our colleagues, and our College need and deserve.

Sincerely,

*Karen*

Karen Kaplowitz  
President, Faculty Senate