At John Jay College, your safety is our number one concern. In this update we would like to inform you about the changes Public Safety have made since last semester to improve emergency preparedness and campus safety.

Since December 1st, Public Safety and NYPD have held 11 Active Shooter Information Sessions for students, faculty and staff. These classes emphasize the importance of ‘Run, Hide, or Fight’ strategies in an Active Shooter scenario. If you wish to attend one of the classes, please contact Public Safety for more information or check announcements for upcoming sessions.

**Locks** were installed by Public Safety on classroom doors in New Building, North Hall and Westport buildings for emergency situations such as campus lockdown to prevent an intruder from entering. The doors should remain open at all times other than an emergency. The installation of locks in Haaren Hall is still in progress due to construction.

**Emergency Management Panels** were designed and installed by Facilities Management for all classroom doors with glass windows. The panels will prevent an intruder to look inside a classroom when glass windows are covered. The panels should only be used when Public Safety issues a lockdown order. Signage has been posted in the classrooms containing instructions on the use of the panels in the event of a lockdown. Public Safety is in the process of placing additional signage in each classroom advising occupants what to do in a specific type of emergency.

In order to provide you with up to the minute emergency information, Public Safety and Information Technology departments are currently looking at a Crisis Management App to be used in conjunction with CUNYAlert. The free app will inform and empower users by providing immediate access to valuable security and safety information.

We strongly encourage all faculty, staff, and students to enroll in CUNYAlert. If you have not updated your access to the CUNYAlert emergency notification system, the instructions are below. CUNYAlert provides notification of John Jay College specific emergencies which will be texted, sent by voice alert and/or emailed to you.

- Login to CUNYfirst
- Click on Self-Service – Personal Information Summary – CUNYAlert preferences
- Choose John Jay and provide email addresses
- Choose phones for voice and text alerts

As most of you know, the College has the John Jay Policies and Procedures Compendium, an expansive compilation of campus-wide policies, procedures, and forms organized by office/department. Many documents are also posted on Public Safety and Finance and Administration’s webpages.

If you need information on any safety-related issue, please check these sources or contact Public Safety Department at 212-237-8524.
Haaren Hall Construction Update

The long-anticipated end of Haaren Hall renovation construction is in sight. Here is the latest on the construction progress:

**Haaren Hall Backfill:** Construction is ongoing and some floors are nearly complete. Demolition work on the 6th Floor south area started last month. In order for the floors to be occupied, it is necessary to complete the HVAC work. We learned last week that the mechanical units will not be delivered until later this spring. The plan is for the air handlers to be installed in the areas where construction is completed first. The latest construction schedule estimates the entire project will be complete in September. CUNY and DASNY have requested that the Contractor revise this schedule to accelerate the completion of the 2nd to 6th floor construction work to August. We have been told that some floors may be completed as early as June. The final revised schedule has not been released as of this date.

**Move Back to Haaren:** Consequently, the University has informed the College that their goal is to begin the process of moving departments back to Haaren Hall as soon as the construction is complete, potentially as early as June. Departments and staff will be moved as spaces become ready for occupancy. We recognize that departments have grown and new programs and uses have developed since the Haaren Hall Backfill project was planned. We need to keep in mind that this will be a challenge to accommodate. Some new needs are temporarily being met in North Hall with surplus space and those programs need to be relocated elsewhere. Space was assigned in North Hall as it was available and the same amount of space may not be available in any new location.

We have engaged a space planning consultant to assist us with both short term and long term space planning. We are working diligently with the consultant to identify spaces for all of the departments and functions in North Hall. No department or function will be moved until new space is identified and properly outfitted. We are awaiting the space planning consultant’s reports on both the immediate space needs and the long range (in the next 3-5 years) space needs of the College. We will share the results of those reports when they become available.

**Sequence of the Move:** Our ability to relocate offices and programs is largely contingent on the renovation and repurposing of the bookstore and cafeteria spaces in Westport. As part of the lease renewal for Westport which was executed earlier this year, the landlord will make a contribution towards the renovation of the space to meet our programmatic needs. We have obtained a commitment from CUNY to assist in identifying additional funding toward renovations that may be required to relocate offices from North Hall to their new locations. Given the timeframe of obtaining funds and completing construction projects, in all likelihood some functions will remain in North Hall at least through the fall of 2015. The University is anxious for us to relocate so that the North Hall site can be sold for private development, but this overall schedule has not been finalized.

**Classroom Utilization:** If the current construction schedule holds, plans will be made to decommission North Hall classrooms this fall and classes will return to Haaren Hall. We are working with the Registrar to identify spaces for teaching labs and to ensure we make full use of the schedule to accommodate all classes. Again this is subject to change.

**Space Utilization Policies:** As we strive to meet the immediate goal of reorganizing our programs to fit within our existing spaces, the College may have to adopt new space allocation policies regarding how spaces are used and how much space can be allocated for specific purposes. The Strategic Planning Subcommittee of the Budget Planning Committee will be providing input on those policies. The Provost will also be consulting with the Chairs on policies related to academic needs.

(cont. on page 3)
Faculty and Staff Night

On Tuesday, February 10th John Jay College had its 3rd Annual Faculty and Staff Night with food and beverage from the Dinosaur Barbeque and tee shirts for those who attended. Over fifty faculty and staff members came together to root for the John Jay Women’s and Men’s basketball teams in a double-header versus York College. The littlest attendees also had a chance to shoot hoops during the Children’s Center Slam Dunk Contest played at halftime (for the record, every one of them won!).

John Jay Online Bookstore

- Spring Semester Recap
The new John Jay Online Bookstore website launched last summer has served us well again this Spring semester. 2,572 orders were placed by students for 5,576 books, with total sales of $280,754.25. Since last August to date, students saved $281,490.36 off of the publisher list price. On-campus delivery was selected for 87 orders (3.3% of overall orders). Of particular note, 60% of orders were placed on or after the start of classes. The bookstore reminds that it’s not recommended to wait this long because options for best book prices and availability diminish as semester approaches.

Among many features, the bookstore offers on average 60% off list price, shipping options to home or campus, price comparison for different retailers across the nation for new, used, rental and e-books, and year round buyback. To learn more, visit www.JohnJayBooks.com

- 2014 CUNY Productivity Award
As a testament to what a great and innovative idea it was, John Jay received the 2014 CUNY Productivity Award for its new Online Bookstore. Traditionally, the Productivity Award is given to a pioneering initiative that enhances service while reducing costs and increasing operating efficiency. Pursuing an alternative option to efficiently providing course materials to students and repurposing the space used by the traditional brick and mortar bookstore proved to be exactly the kind of initiative to be recognized and proudly shared with other CUNY campuses.

John Jay College-Branded Merchandise Available Now

Last December, John Jay College-branded merchandise became available for sale online through The CUNY Store website and in person in our recently opened Li’l Jay Café on the corner of 11th Avenue and 58th street. Many kinds of merchandise, including clothing, backpacks, and accessories, are available with a variety of John Jay logo and in a range of branded colors. From the classic one to the 50th Anniversary to Bloodhound—you pick what you want. The store always offers discounts on select merchandise.

To view and browse the merchandise and check for promotions, stop by Li’l Jay Café or go to www.thecunystore.com/john_jay_college

We will continue to consult with and provide updates to the community as information becomes available and more certain timeframes are identified. We recognize the challenges presented here and appreciate everyone’s cooperation and commitment to working together to ensure that we maintain an environment that will support the College’s goals and ongoing priorities. If you have any questions or comments, please contact Sara Cuya at x.1168 or scuya@jjay.cuny.edu
Energy Savings Report

John Jay College takes energy management seriously. CUNY, as one of the largest energy consumers among New York’s agencies, has a responsibility to the Governor’s office and the larger community to reduce electrical consumption significantly in order to meet the very serious environmental challenges of our time.

John Jay College is doing its part. In fact, we are one of very few CUNY campuses that has produced year over year decreases in overall consumption of both electric and steam in fiscal years 2014 and 2015 so far. In 2014 we reduced electrical consumption by almost 2,000,000 kilowatt hours. That’s enough to power about 350 NYC apartments for a year. It also resulted in $900,000 of savings to the school. In the first half of FY 2015 we are doing even better.

Improvements in efficiency come from three strategies: 1) turning things off when they are not needed; 2) analyzing and optimizing existing systems; 3) replacement with higher efficiency equipment. It’s the equivalent to the reduce-reuse-recycle philosophy. Everyone in the College is encouraged to pitch in, and those who already do, we thank you. Facilities Management looks forward to working with the rest of the campus to develop worthwhile ideas. If you would like to share your ideas, observations or comments, please contact Steven Waxman at x.4612 or swaxman@jjay.cuny.edu

Service Award for Louie Perillo

The 2nd CUNY Excellence in Technology Awards event took place on December 4th, 2014 during the Annual CUNY IT Conference held at John Jay for the 13th year. The award was implemented by CUNY as an opportunity to highlight important technology projects CUNY-wide and the dedicated professionals who contributed to them. We are proud to announce that Lou Perillo from our Department of Information Technology was one of the recipients. The Service Award he received is to recognize an individual from every campus who had demonstrated exemplary IT service to the college community during the prior year. Congratulations, Lou! You truly deserve it.