FACULTY PERSONNEL COMMITTEE
AGENDA -

Friday, September 11, 2020
11:00 am – 3:00 pm, via ZOOM

Meeting Open to the Public 11:00 am – 12:15 pm*

   I.   Welcome

   II.   Approval of Minutes, 05/01/20 meeting

   III.   Fall 2020 Personnel Process Updates

   IV.   New Business and Announcements

Executive Session – Full Faculty Personnel Committee 12:15 pm* – 3:00 pm*

   I.   Initial Appointments without Tenure

   II.   Initial Appointments with Tenure

   III.   Professor Emeritus Exception

   IV.   Spring 2020 Appeals – Discussion

Upcoming FPC/FPAC Meetings

Fall 2020
Faculty Personnel Appeals Committee	Friday, September 25, 2020
Faculty Personnel Appeals Committee	Friday, December 4, 2020
Full FPC	Friday, December 11. 2020

Spring 2021
Faculty Personnel Appeals Committee	Friday, February 19, 2021
Faculty Personnel Appeals Committee	Friday, February 26, 2021
Faculty Personnel Appeals Committee	Friday, March 5, 2021
Faculty Personnel Appeals Committee	Friday, March 12, 2021
Full FPC	Friday, April 9, 2021
Full FPC	Friday, May 7, 2021

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Meeting ID: 901 438 1582   **Meeting Password**: 2020123
Full Link: https://jjay-cuny.zoom.us/j/9014381582?pwd=SEt6TzR2bzNBN3lWdHBkdFAoeDJudz09

FACULTY PERSONNEL COMMITTEE
AGENDA

Friday, May 1, 2020
9:30 am – 11:00 am, via ZOOM[1]

PRIOR TO MEETING: President Mason requested that Tony Balkissoon, VP & Legal Counsel be invited to all FPC public meeting sessions, as we navigate through remote working.

Meeting began: 9:35am

I. Welcome

President Mason acknowledged that everyone would like news on when to return to campus, thus she discussed her recent meeting with the Chancellor and possible directions on what may happen in the fall. She explained that it all depends on the Governor's office and the "New York State on PAUSE" Executive Order that is still in effect. They are exploring permutations on having classes while keeping to the distance requirements, such as: rotating course schedules, bringing smaller groups together, incorporating more technology, etc. She asked Provost Li to manage a committee/task force into looking into these ideas. She also shared her gratitude towards everyone for being actively engaged with students and helping them through this PAUSE policy.

Faculty shared questions/concerns:

Bob G. asked for clarity on what the format of fall classes would look like – hybrid, online, or traditional. President Mason and Provost Li explained that there is still a lot of uncertainty and the committee/task force that Provost Li will oversee, will help clear up some of those concerns. They asked for chairs to be as flexible as possible when coordinating courses.

Angela C. explained that she had reached out to all her faculty to see which courses could be switched to hybrid formats in anticipation of moving towards online courses. However, the registrar informed her that they would like to keep all courses in the same format as pre-COVID. She requested some clarity on how to proceed. President Mason explained that she would like Provost Li's committee/task force to look into this and other concerns, and shared that she would like Naomi from space planning, the registrar, and Angela C., to be some of those among the committee.

Katie G. asked what information is being shared with students regarding registration and whether or not faculty should be trained for online courses. President Mason suggested that Katie reach out to Judy Cahn., Gina Foster, or Allison Pease to ask about faculty training. She shared that there is no message yet to students that is consistent from the College, as we are still trying to work through what to do.

Larry S. shared concerns over electronic resources (such as texts and printing services) for students. President Mason mentioned that some permutations of the fall semester, is to keep computer labs and the libraries open while adhering to the distance requirements.

Demi C. also shared concerns about space issues with their lab courses, resulting in possibly needing to cut down the lab size, open more sections, and ordering more materials/equipment. President Mason mentioned that some permutations on what to do with lab courses is to record the session and then share that with students.

II.   Approval of Minutes, 12/13/19 and 4/3/20 meetings

12/13/2019 minutes – Motion: Peter M.; Second: Demi C.; Minutes Approved
4/3/2020 minutes – Motion: Jessica G.-N.; Second: Brian A.; Minutes Approved

III.   Electronic Voting

Ned B. discussed the secret ballot voting process. He shared that the Senate reviewed various technologies such as Zoom and Survey Monkey, to ensure the reliability and confidentiality of votes. The Senate developed a set of recommendations, keeping in mind two goals: that there should be a single technology for doing a secret ballot and that there should be a uniform procedure for the secret ballots. Ultimately, Simply Voting was one of the mechanisms that the Senate supported. Their recommendations were then submitted to the Executive Committee for the College Council. As a closing remark, Ned B. also noted that there should be thought given to whether votes are cast per ballot or per meeting.

Some faculty expressed concern about voting without being physically present in a meeting. President Mason clarified that virtual participation, such as in a Zoom meeting, is considered as being "present". If you are virtually present in a meeting then, you will be eligible to vote. There is no mechanism to allow voting without being "present" (virtually or physically) in a meeting.

Andrew S. questioned the motion of making Simply Voting the main tool for secret ballot voting. It seems that more people than necessary are involved in the Simply Voting process, whereas there are other secret voting tools that can be made just by one person (the Chair or an Admin) directly.

Warren E. seconded what Andrew S. stated. He also mentioned that he did not think DoIT personnel's time should be taken up on creating ballots for departments when one person from the department themselves could do it. He expressed the need to not over complicate the voting process.

Karen K. and Ned B. explained that they were not able to look at all the different tools available for secret ballots, but it is possible for them to accept another tool that faculty find reliable, if given the chance to review it.

Kyeanna B. shared information on a conversation she had with Joe L. regarding multiple ballots during meetings: DoIT is working on allowing votes to be continuous thus allowing to change choices from vote to vote in a ballot.

President Mason suggested for everyone to consider use Simply Voting for these upcoming elections so that DoIT can figure out how it is working to fulfill everybody's needs. Any other methods should be brought to Tony B.'s attention for legal clearance. The committee did not share any nays for this consideration.

Tony B. made mention of two sites that had already been checked by his department and were approved for JJ to use in voting processes: Survey Monkey and ADoodle.

Kyeanna B. asked what process would be used for faculty Senate Elections as Faculty Services usually supports this voting process. Karen K. suggested e-mailing Kyeanna after this meeting, to follow-up on this process. Ned B. mentioned that they most likely would be using Simply Voting.

IV. New Business and Announcements

Open Meeting adjourned: 11:13am

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[1]FPC Meeting Zoom link

Meeting ID: 948-3703-8287
Meeting Password: 444864

Full Link: https://jjay-cuny.zoom.us/j/94837038287?pwd=UjBaMEpYR1lNdmRuSHNPYUljNUd3Zz09