

JOHN JAY COLLEGE OF CRIMINAL JUSTICE
Committee on Graduate Studies

September 5th, 2025

12:30–2:30 PM

Join Zoom Meeting

<https://jjay-cuny.zoom.us/j/89151536013?pwd=qB8lb7qvKOj3bjqGCKaeaQjyznl96t.1>

Meeting ID: 891 5153 6013

Passcode: 771534

- 1. *Welcome*** – Dean Andrew Sidman
 - a. *Student Affairs Updates* – Dean Dominic Stellini
 - b. *Sealy Library Updates* – Prof. Ellen Sexton, Chief Librarian
 - c. *Introduction of Members*
- 2. *Approval of Minutes of May 16, 2025***
- 3. *Populate Curriculum Subcommittee***
- 4. *Graduate Student Research Symposium Planning*** – Dean Sidman
- 5. *Academic Programs/Student Academic Engagement and Retention Strategic Plan*** – Dean Sidman
- 6. *New Business***
- 7. *Program Announcements***

John Jay College of Criminal Justice
City University of New York
Committee on Graduate Studies

Minutes of May 16, 2025

The Committee on Graduate Studies held a remote meeting on May 16, 2025, at 12:30 P.M., via Zoom. Interim Dean Andrew Sidman called the meeting to order.

Voting Members Present: Ruby Aguirre, Jana Arsovska, Marta Concheiro-Guisan, Kendra Doychak, Susan Kang, Susan Pickman, Ellen Sexton, David Shapiro, Andrew Sidman, Robert Till, Lucia Velotti, Rebecca Weiss, Valerie West

Voting Members Absent: Shweta Jain, Simone Martin-Howard, Daniel Matos, Chitra Raghavan, Avijit Roy, Ian Seda Irizarry, Dominic Stellini

Non-voting Attendees Present: Cat Alves, Maggie Arismendi, Alexander Bolesta, Melissa Dolan, Sulema Ebrahim, Kathy Killoran, Shavonne McKiever, Patrizia Pelgrift, Dyanna Pooley, Sumaya Villanueva, Sergio Villavicencio

I. Dean's Announcements—Interim Dean Andrew Sidman

None.

II. Approval of the minutes of April 11, 2025

There was no discussion.

A motion was made and seconded to approve the minutes of April 11, 2025. The minutes were approved unanimously with 11 votes in favor.

III. Old Business

**A. Follow Up to the INC Grade Policy Discussion Regarding Internships, Thesis, etc. –
Dean Sidman and Registrar McKiever**

The new policy on Incomplete grades (INC) was approved at CGS in April and College Council in May. That policy includes the lapsing of INC grades to FIN for all students including graduate students at the end of the following semester. When it was discussed in April, program directors requested that for some courses like internship, thesis, etc., a longer timetable be allowed before lapsing. Registrar McKiever explained that a policy is being developed that will allow an Incomplete to remain an Incomplete while students are finishing up internship or similar coursework that require longer timetables. The Registrar will need to be contacted so that these Incompletes don't automatically resolve to a FIN. She said the final policy/process for extending the deadline will be shared soon.

B. Clarify the Pass/No credit Undergrad Courses Students Take to meet their Graduate Admission Requirements (STA 250, PSY 311, MAT 301 – Economics, ICJ, FPsych, CRJ, FMHC, Digital Forensics, MPA programs) – Registrar Shavonne McKiever

Going forward, the Registrar's Office would like to disallow prospective graduate students from converting a course to a pass / no credit grading option if the graduate program requires students to have earned a certain letter grade in that course. In some cases, a prospective graduate student has never taken the course before, and in other cases they took the course as an undergraduate but did not earn a qualifying grade.

Interim Dean Sidman mentioned that the other option is to allow students to progress without having earned a certain grade in the course, though that would be up to each individual program. There was further clarification that prospective graduate students who take an undergraduate course to qualify for admission to a graduate program would not have that course affect their graduate GPA.

There was general consensus that students whose conditional admission status requires achievement of a certain grade in a qualifying course, then students will not be allowed to convert them to a Pass/No credit grading scale.

IV. New Business

A. Programs

i. Program Revisions

1. Academic Standards for BA/MA, BS/MA, BA/MPA, BS/MPA Programs

Dean Killoran explained her proposal to add language to the bulletin that would clarify that students who have taken graduate courses as part of a joint degree program, but who have left the program and are later readmitted to the standalone graduate program, will still have those graduate courses count toward the graduate program. Furthermore, credits earned this way are not subject to the 12 transfer credit limit, as these credits were earned at John Jay.

Professor Rebecca Weiss asked whether or not graduate courses taken prior to the student leaving the joint degree program can still count toward undergraduate requirements. Dean Sidman said that they can still count.

A motion was made and seconded to approve the revision to the Academic Standards for BA/MA, BS/MA, BA/MPA, and BS/MPA Programs. The motion was approved unanimously with 11 votes in favor.

B. Courses

i. New Courses

1. ICJ 7XX (731) Online Criminal Markets

Professor Jana Arsovska explained the need for a dedicated course for her program dealing with the use of the Internet to facilitate transnational crime. This will be part of the Master's program as well as the advanced certificate program in Transnational Organized Crime Studies.

A motion was made and seconded to approve the new course ICJ 7XX (731). The motion was approved unanimously with 11 votes in favor.

ii. Course Revisions

1. ICJ 762 Corruption and the Global Economy

Professor Arsovska explained that in the face of rising trends in cryptocurrency as well as the inextricable link between corruption, money laundering, and anti-money laundering policy, the title, description, and learning outcomes of this course needed to be updated. This course will now be more in-line with topics encountered by those working in this field.

A motion was made and seconded to approve the revision to ICJ 762. The motion was approved unanimously with 11 votes in favor.

V. Other Business

Professor Arsovska thanked Student Council Chair Ruby Aguirre and the rest of Student Council for funding the ICJ-MA after-hooding party. Chair Aguirre mentioned that she will be graduating and will thus not be here next year, but she encouraged faculty to reach out to Student Council in September to ensure a continuation of collaboration.

Interim Dean Sidman concluded by thanking everyone for another year's work. Dean Killoran said she would soon send out a schedule of next year's CGS meetings.

The meeting concluded at 12:59 P.M.

Submitted by,
Alexander Bolesta, scribe