CUNY Faculty Affairs Advisory Board

Inaugural Meeting Minutes

December 9, 2015
205 East 42nd Street, Rooms 818/819 (8th floor)
2:00 – 4:00 pm

In Attendance: Philip Alcabes, Hunter; Avrom Caplan, OAA/Research; Donna Chirico, York; Kay Conway, UFS/BMCC; Megan Elias, BMCC; Michael Guy, OAA; Hildegard Hoeller, CSI; Julia Jordan, CityTech; Karen Kaplowitz, John Jay; Erec Koch, Baruch; Amaris Matos, HCC; Luis Montenegro, BCC; Annemarie Nicols-Grinenko, OAA; Vita C. Rabinowitz, OAA; Gary Reichard, CSI; Albert Robinson, BCC; Cheryl Smith, Baruch; Jim Stimpson, Public Health; Zun Tang, OAA/IR; Alyssa Vine, OAA; Vincent Walker, BCC

1) Welcome from Executive Vice Chancellor Vita C. Rabinowitz
   - EVC Rabinowitz welcomed the group to the inaugural meeting of the advisory board and thanked them for agreeing to serve.
   - EVC discussed the importance of the advisory board and the new position of Univ. Associate Dean for Faculty Affairs in the Office of Academic Affairs (OAA) in helping CUNY to support, advance and recognize its faculty.
   - EVC referred to the results of the 2015 COACHE faculty satisfaction survey and asked for the group’s help in identifying effective faculty development opportunities, recognizing outstanding faculty work and dealing with issues related to faculty retention and promotion.

2) Introductions
   - Advisory Board members introduced themselves and spoke about their faculty affairs experience.

3) Purpose of the Advisory Board
   - Annemarie highlighted the main purposes of the advisory board: a) provide advice and guidance to OAA in its efforts to support faculty centrally, b) provide advice and guidance to OAA about the ways it can support faculty development efforts at the colleges and c) provide a forum for sharing best practices in faculty development, advancement and support.
4) New Faculty Affairs website

- Annemarie showed the group the new Faculty Affairs website (http://www.cuny.edu/academics/FacultyAffairs.html), which currently includes sections about
  - the Faculty Affairs Advisory Board
  - Funding Opportunities – including links to funding available via the VC for Research
  - COACHE – including a link to EVC Rabinowitz’s presentation to the University Faculty Senate on December 1, 2015 and a place where CUNY colleges can share how they are using their COACHE data
- Annemarie indicated that the website would be expanded after the entire Academic Affairs website is moved to WordPress in early 2016. She invited board members to share their ideas for ways that the website can best serve CUNY’s faculty

5) Faculty Support

- Avrom invited the board to let faculty at their colleges know about two upcoming faculty development workshops
  - **CUNY Community College Research Grant Program Faculty Development Workshop** on January 13, 2016
  - **Research in the Classroom: Integrating Authentic Research into the Undergraduate Curriculum: A CUNY Workshop** on March 11, 2016
- Annemarie reviewed two slides showing data from the COACHE survey that indicate that Associate Professors are dissatisfied in a number of areas when compared to Associate Professors at a group of comparable institutions and when compared to CUNY faculty overall. Areas of dissatisfaction when compared to both groups include all three areas of faculty responsibility (research, teaching and service) and promotion.
  - In response to these results, OAA will offer *Moving from Associate to Full Professor* – a workshop series and funding opportunity for CUNY Associate Professors in spring 2016. Two series will be offered – one for community college faculty and one for senior college faculty. Application materials will be shared in early 2016.
    - A group discussion ensued about the ways in which this workshop series could be most effective.

6) Discussion: How can this advisory board best serve CUNY’s faculty?

- The group had a broad-ranging discussion about the ways in which it could support CUNY faculty. Topics included Department Chair training, using the Faculty Affairs website as a portal for faculty development opportunities CUNY-wide, leadership development and ways of recognizing and celebrating faculty excellence in teaching and scholarship.
7) Future meetings

- The Faculty Affairs Advisory Board will meet no more than twice a semester, but information will be shared in between meetings via a soon-to-be-established Faculty Affairs listserv and dedicated email address.
- Annemarie will send around a Doodle poll to determine the best times for meetings during the spring 2016 semester