CUNY Faculty Affairs Advisory Board
Meeting Minutes
May 6, 2016
205 East 42nd Street, Rooms 818/819 (8th floor)
2:00 – 4:00 pm

In Attendance: Kathleen Barker, Medgar Evers; Terrence Blackman, Medgar Evers; Zulema Blair, Medgar Evers; Avrom Caplan, OAA/Research; Angela Crossman, John Jay; Kay Conway, UFS/BMCC; Madeline Ford, Hostos; Michael Guy, OAA; Hildegard Hoeller, CSI; Erec Koch, Baruch; Amaris Matos, Hostos; Luis Montenegro, BCC; Annemarie Nicols-Grinenko, OAA; Sandra Palmer, QCC; Gary Reichard, CSI; Albert Robinson, BCC; Teresa Scala, CCNY; Cheryl Smith, Baruch; Patricia Sokolski, LaGCC; Leo Spychala, CCNY; Zun Tang, OAA/IR; Alexandra Tarasko, QCC; Vincent Walker, BCC; Michael Wolfe, Queens

1) Approval of the minutes of the February 8, 2016 meeting
   • Approved

2) Announcements
   • The Faculty Affairs website (http://www.cuny.edu/academics/FacultyAffairs.html) has been updated to include a list of Faculty Affairs Advisory Board (FAAB) members, approved minutes from FAAB meetings, faculty development presentations from FAAB meetings and funding opportunities.
   • Plans for next year’s meetings will be made over the summer. Board members who would like to present to the group or have a topic they’d like the group to discuss, should contact Annemarie Nicols-Grinenko.
   • Applications are now being accepted for summer 2016 workshops offered by CUNY’s Program for Online/Hybrid Instruction. Details about Preparation for Teaching Online: A Foundational Workshop for CUNY are available at http://cunyonline.commons.gc.cuny.edu/.
   • The Office of the Vice Chancellor for Research is now accepting proposals for its Research in the Classroom Idea Grant Program. This program funds innovative ideas for incorporating authentic research projects into the undergraduate curriculum. More information and application guidelines are available at http://www.cuny.edu/research/faculty-resources/internal-funding-programs/Research-in-the-Classroom-Idea-Grant.html.
3) *Moving from Associate to Full Professor: Feedback from the 2016 Pilot Program*

- **Presentation – Annemarie Nicols-Grinenko**
  - **Program overview**
    - 90 applications received for 25 spots in the senior college workshop series; 25 applications for 25 spots in the community college series
    - For the senior college series, applicants who had been in rank for 5 or more years were given priority; all community college applicants were accepted
    - Participants now have an opportunity to apply for funding to support scholarly or creative work, including a limited number of course releases; the RFP is posted on the Faculty Affairs website
  - **General Feedback**
    - Participants agreed that the workshop was effective in its goal of helping Associate Professors move toward promotion and that attending the workshop was a good use of their time
    - Participants would recommend the workshop to others
  - **Topic Specific Feedback**
    - Topic specific feedback was more variable, with some topics rated more useful, effective and engaging that others. *Optimizing Your CV* and *Navigating the Promotion Process* were among the two highest rated topics.
  - **Participant Suggestions for Additional Support**
    - Suggestions ranged from creating a library of successful promotion dossiers to establishing a mentored publication program for tenured Assistant and Associate Professors
    - Participant suggestions are being investigated for feasibility given available resources
  - The complete presentation to the board will be posted on the Faculty Affairs website
  - All workshop materials, including pre- and post-workshop activities and readings, will be posted on the Faculty Affairs website.

- **Group Discussion**
  - The discussion covered various topics including myths that were uncovered during the workshops (e.g., promotion quotas); flexibility in making workshop spots available based on the number of applicants from relevant groups in the next round; identifying and sharing differences in promotion processes and practices across CUNY; issues relevant to specific subgroups of faculty, including women and faculty of color; support for full professors; the need for more transparency and guidance in promotions to Distinguished Professor

4) **Faculty Development at CUNY**

a. **Queensborough Community College**

- Dean of Faculty Sandra Palmer spoke to the group about faculty development efforts at Queensborough
• Materials describing Queensborough’s programs, which were distributed at the meeting, will be posted on the Faculty Affairs website.

b. Hostos Community College

• Amaris Matos, Director of Academic Affairs, gave an overview of faculty development efforts at Hostos, with an emphasis on “Crucial Conversations” – a program to enhance communications skills among faculty and others interested in leadership positions

• This presentation will be posted on the Faculty Affairs website

c. Baruch College

• Due to technical difficulties, Associate Provost Ereć Koch was unable to present. His presentation will be rescheduled for a 2016-17 board meeting.