CUNY Faculty Affairs Advisory Board

Meeting Minutes

February 10, 2017
205 East 42nd Street, Rooms 818/819 (8th floor)
2:00 – 4:00 pm

In Attendance: Julissa Alvarez-Diaz, CCNY; Kathleen Barker, Medgar Evers, Terrence Blackman, Medgar Evers; Avrom Caplan, OAA/Research, Kay Conway, BMCC/UFS; Angela Crossman, John Jay; Madeline Ford, Hostos; Michael Guy, OAA; Karen Hubbard, CCNY, Julia Jordon, City Tech; Karen Kaplowitz, John Jay; Amaris Matos, Hostos; Luis Montenegro, BCC; Matthew Moore, Brooklyn; Elke Nicolai, Hunter; Annemarie Nicols-Grinenko, OAA; Allison Pease, John Jay; Ralf Peetz, CSI; Moses Phillips, Medgar Evers; Albert Robinson, BCC; Dennis Slavin, Baruch; Cheryl Smith, Baruch; Jim Stimpson, SPH; Ekaterina Sukhanova, OAA; Alexandra Tarasko, QCC; Vincent Walker, BCC; Michael Wolfe, Queens

1) Approval of Minutes of meeting of December 5, 2016
   • The minutes were approved

2) Announcements
   • Annemarie announced the following events and distributed flyers with additional details
     o Wikipedia edit-a-thon to increase the representation of Women in STEM on Wikipedia, March 9, 2017, 6:00pm – Rockefeller University Faculty
     o “Begin that Manuscript!” Boot Camp, March 17, 2017, 9:30am – 4:30pm, CUNY Central. It was noted that all spots in this boot camp were already filled, but interested faculty could place their names on a waiting list.
   • Avrom Caplan announced upcoming deadlines for funding opportunities from the Office of Research - additional details can be found on the CUNY Research website
     o Book Completion Award – February 15th
     o CUNY Fine and Performing Arts Course Design Awards – February 15th
     o Interdisciplinary Research Grant – March 3rd
     o Summer Advanced Grant Writing Awards – March 15th
     o Arts Research and Teaching Technology Equipment Awards – March 30th
     o Community College Research Grants – April 7th
3) Making Course Materials Accessible

- Katherine Raymond, Senior Associate General Counsel, Office of the General Counsel, talked to the Board about the supports CUNY provides to make course materials accessible for all students, including
  - The Accessibility website for faculty, which provides links to the accessibility functions in Blackboard, Microsoft Word and CUNYfirst and guides for creating accessible emails, pdfs and videos.
  - Reasonable Accommodations: Faculty Guide to Teaching College Students with Disabilities, published by CUNY’s Council on Student Disability Issues (COSDI)
- Katherine indicated that CUNY is looking into additional supports and she would come back to advise the Board once they are available

4) Break-out Sessions and Report Back

Board members self-selected into one of the following two groups for discussion and then a report back to the entire group. Major issues/suggestions are indicated below.

a) How to raise CUNY’s profile as a center of urban expertise – a CUNY strategic framework goal
  - Establish a website that highlights CUNY expertise. Example sites include UChicago Urban at the University of Chicago, the Center For Urban Science + Progress (CUSP) at NYU and The Earth Institute at Columbia University. The website could include
    - Spotlights on faculty researchers
    - Visualizations (e.g., Academic Works) to show CUNY’s global influence
    - A dashboard and metrics to measure CUNY’s influence
  - Establish an interdisciplinary journal with policy memos
  - CUNYTV programs, YouTube videos and/or podcasts to showcase CUNY expertise
  - Provide funding so that students and faculty can work together on urban issues
  - Establish more partnerships with NYC for student internships and programs like the John Jay Apple Corps, which offers students the opportunity to work on the front lines of crime prevention and public safety.
  - Pair this effort with a campaign to get alumni and donors excited about giving to CUNY

b) Adjunct Support, part II – a continuation of the discussion started at the December 6, 2016 FAAB meeting
  - Establish a website with a searchable database of best practices and practical solutions related to
    - Mentoring adjuncts
    - Professional development for adjuncts
    - Ensuring consistency across sections of the same course
    - Improving the hiring and payment of adjuncts
  - Review existing surveys of adjunct faculty