

Budget and Planning Committee Meeting
Minutes
August 12, 2020

Attendees: Karol Mason, Saaif Alam, Cat Alves, Seth Baumrin, Ned Benton, Andrew Berezhansky, Benjamin Bierman, Teresa Booker, Dara Byrne, Shu-Yuan (Demi) Cheng, Eli Cohen, Brian Cortijo, Geert Dhondt, Mark Flower, Robert Garot, Jay Gates, Katie Gentile, Maki Haberfeld, Ellen Hartigan, Karen Kaplowitz, Brian Lawton, Vicente Lecuna, Yi Li, Robin Merle, Peter Moskos, David Munns, Chuck Nemeth, Allison Pease, Doug Salane, Andrew Sidman, Monika Son, Katherine Stravrianopoulos, Larry Sullivan, Alisse Waterston, and Alison Orlando (recorder)

Guests: Tony Balkissoon, Kinya Chandler, Ajisa Dervisevic, Rulisa Galloway-Perry, Heath Grant, Elizabeth Hovey, Gerald Markowitz, Daniel Matos, John Paul Narkunas, Susan Opotow, Alena Ryjov, Francis Sheehan, Roger Szajngarten, and Janet Winter

1. Discussion and Vote on Online Class Size for Fall 2020. Karol M. started by explaining that this emergency meeting of the Budget and Planning Committee (BPC) was called to discuss and vote on online class size for fall 2020. She added that over 90% of classes will be offered online this fall except for some select science labs, and that this has raised an issue as the “John Jay College of Criminal Justice Policy for Online Programs and Courses” includes limits on class size for online classes. Karol M. asked Ned B. to give more context as he has been involved in prior discussions on this issue along with Karen K. and Jay G. Ned B. said that for fall 2020 classes were initially created as hybrids and that when the college converted the classes to their current modalities, it created a situation where many of the online classes had overtallies larger than the official limit for an online class. There were discussions that took place prior to this BPC meeting with members of the faculty senate and the department chairs that examined how the college could proceed in-regards to this situation with fairness to both the faculty and the students. Ned B. explained that this issue is being brought to this committee because the class size policy passed in 2003 allows course size limits to be amended if the BPC determines there is a fiscal condition that warrants it, and that the online program policy references this process. Due to this, the resolution being brought to the committee is that a faculty member who has an online class above the course size limit can carry forward the overtallies over the limit to apply them to sections selected by the faculty member over the next three semesters. A working version of this resolution has been circulated to members of the college community including the chairs and faculty senate members. It includes context on the history of the policy and explains the details of the capturing of the overtally. It also explains that the number of students enrolled in an overtallied class cannot be expanded beyond the current enrollment and that if a student drops an overenrolled course the cap on the class would decrease. Karol M. wanted to clarify that the overtally calculation will be made when the final census for the class has occurred. Ned B. agreed and said that this is in the resolution. Yi L. added that having a larger class size is not ideal, but it is not by anyone’s design or desire. He is concerned about accommodating the students who have not registered yet, and the students who will want to switch courses. Daniel M. said that one consideration is that we may have a higher number of students who want to switch sections in the first few weeks of the semester due to their preference of synchronous vs. asynchronous learning. Karol M. asked for clarification that any changes will only be done in consultation with the faculty member. Dan M. said this is correct along with approval from the department chair, and changes made later in the semester must have approval from the dean as well. A motion was made to adopt the resolution regarding class size for fall 2020. It was seconded. This was followed by a

brief discussion. There was a vote and the motion was approved unanimously. The meeting ended with a few questions. Andrew S. suggested that for spring 2021 the college should classify courses as online that have the possibility of running online so that they will have the proper course caps as needed. Karol M. said that the point is well taken. Brian C. asked for clarification on if we are lowering the limits to current enrollment or leaving courses as is so students can make enrollment swaps and changes. Karol M. said that the intent is to not to continue to put more students in above the class size of 28. Saaif A. added that when we convert to in person classes, it would be good to notify the students in advance. Karol M. said that as soon as the college has solid information, they will share it but the information may change rapidly.