

Budget and Planning Committee Meeting
Minutes
September 14, 2012

Attendees: Jama Adams, Jeffrey Aikens, Ned Benton, Jane Bowers, Anthony Carpi, Kim Chandler, Amy Green, Maki Haberfeld, Jay Hamilton, Jonathan Jacobs, Karen Kaplowitz, Allison Kavey, Patricia Ketterer, Lawrence Kobilinsky, Thomas Kucharski, Nilsa Lam, Sue Larkin, James Llana, Anne Lopes, Bonnie Nelson, Allison Pease, Lisandro Perez, Robert Pignatello, Richard Saulnier, Peter Shenkin, Thomas Stafford, Harold Sullivan, Jeremy Travis, Nancy Velazquez-Torres, Sandra Thomas

President Travis called the meeting to order at 1:45 pm.

President Travis began the meeting by asking the members of the committee to introduce themselves. Once the introductions were completed President Travis discussed how the Budget and Planning Committee has evolved over the past year. One change that has occurred is having Vice President Pignatello and Associate Provost Llana lead the committee. This year the committee has also been more involved with consultation on the school's budget. For the future, we need to discuss the academic programs John Jay will need to consider, branding, and other strategies to attract students to the college.

1. Approval of Minutes from August 20, 2012.

Minutes were approved without amendment.

2. Chair's Report and Discussion.

President Travis shared the memo he wrote to members of his Executive Staff regarding the Chancellor's Annual PMP letter. Overall, the Chancellor is pleased with the strides John Jay has made. In addition to the new building, John Jay has also received new positioning as a Senior College in CUNY. Our academic programs include more liberal arts majors with more in the pipeline. He also told the committee that within the next few years, we can expect to see an additional 40 faculty lines at John Jay. President Travis reflected on how gratifying it felt to see how well the investments in the College have paid off. Though John Jay has seen much improvement, President Travis shares a number of concerns with the Chancellor, including a decline in grants and contracts, the low level of reported scholarly productivity, and a drop in the graduation rate of students in the graduate program. The Chancellor would also like the college to think about new enrollment strategies.

President Travis then shared his strategic plans for the upcoming year. His six priorities are:

- I. Strategic Positioning – We need to work on marketing and branding. We need to enhance the distance learning initiatives, and to attract more international students. We also need to work on efforts to bring in better prepared students.

- II. Space Planning/Real Estate – Within the next two years John Jay will end its lease with the BMW building and Westport. John Jay will need to decide whether or not these are leases we would like to renew, or if we should look for new spaces. The President would also like to look for residential spaces for students. The lack of student housing has cost John Jay students.
- III. Deeper focus on retention – Though the four-year graduation rate has increased, the President is not pleased with the rate of six-year graduation. He would like to bring in a consultant to see how we can improve the numbers.
- IV. Accreditation – The Middle States Commission will be visiting the campus in April 2013.
- V. Campaign for the Future of Justice – After a successful launch in May 2012, we will be expanding this important effort.
- VI. 50th Anniversary – The President would like to begin discussing ideas and plans for John Jay’s upcoming 50th Anniversary, set to take place during the 2014 – 2015 academic year.

President Travis then opened the floor for questions and/or feedback.

Jonathan Jacobs said “Residential possibilities indicate an aspiration to be a more national school. How pronounced is that aspiration? Is there a strategic scope for it?”

The President said that “John Jay’s doctoral students are international, the masters students are national, and the undergraduate students have inquired about residential possibilities. Even in the existing market, there is need for residential life.”

Lisandro Perez expressed his concern to the President that the Vice Chancellor is putting up “hoops” for the development of certain majors.

Maki Haberfeld was concerned about the real estate issues for departments. Vice President Pignatello assured her that departmental space concerns were being discussed in SPS meetings.

Sandra Thomas (student representative), said that “the college is concerned about the graduation rates of the graduate program, but what about the enrollment rates?”

President Travis told her that John Jay will need to look at which programs will be offered. Maybe John Jay can partner with other schools to create programs. Strategic Positioning initiatives will help determine what the college can do.

3. Enrollment Report

Vice President Saulnier presented a Powerpoint report on the current enrollment picture.

Amy Green asked whether or not a student can be allocated to more than one school, in reference to slide seven in VP Saulnier’s power point. VP Saulnier said that students can be admitted to more than one school. In fact, 50% of the students who apply to CUNY get allocated to all six schools. Among the other CUNYs, John Jay has the highest percentage of students who picked John Jay as their first choice.

Nancy Velazquez-Torres wanted to correct the information VP Saulnier presented regarding SEEK targets. VP Saulnier reported that the SEEK target was 220, but Nancy informed the committee that the actual number is 210.

Karen Kaplowitz asked, “Among the new freshman, what percentage is conditional?”

John Jay admitted 1900 students, with two hundred going into the SEEK program. Of the remaining 1700, half of the students were regular admits, and the other half were conditional admits. 350 attended the summer program, and about half of them passed. Maki H. then asked about minimal enrollment. What can we determine about class size, related to retention?

The President addressed Maki's concern and said that the college will look at what is right size for graduate programs and what will be appropriate for class instruction.

Jay H. asked what the enrollment trends for the college were. VP Saulnier answered by saying that after flash enrollment, 40% of students were still unpaid.

Amy G. asked what the percentage of students were coming straight out of high school, and if anything was being done to reach out to other populations.

VP Saulnier informed the committee that the average age of a John Jay student on their first day is 17.89 years old.

This prompted discussion on whether or not John Jay was doing enough to attract adult students. Dean Lopes mentioned that the current policies John Jay has are not adult friendly. But, in the next year we will add new policies, and change others to attract a more adult population. Dean Lopes would also like to mix students who are straight out of high school and students who are young adults.

Allison K. agreed with Dean Lopes' suggestion. She also mentioned adding more night classes. She does not think that we should have all lower level classes offered in the morning, but instead give some freshman courses at night.

Lisandro P. asked whether or not the college will hire more full-time recruiters. VP Saulnier said that the college plans on recruiting differently. They will recruit at schools that will yield the type of students John Jay is looking for.

Jama Adams inquired about whether or not anyone tracks the number of times students repeat a course. Dean Lopes answered and said that tracking is done. Also, the school has intervention programs to assist students are taking the same course multiple times. Karen K. also mentioned that new policies have been put into place regarding course repetition. VP Saulnier also said that students who withdraw repeatedly from the same course are also tracked.

Jama A. then asked what full time coverage rate was for evening and weekend courses. VP Saulnier said that some full time faculty members teach at night, but there is low full-time coverage for weekend courses.

4. The Academic Narrative

Provost Bowers asked to move this agenda item to the next meeting as we were running short on time.

5. PMP Results

Associate Provost Llana briefly shared the results of the University PMP report from the 2011 – 2012 year. He agreed to email the slides from his power point presentation the committee.

No further discussion was held.

The meeting ended at 3:15 pm.

Next meeting:

Wednesday, October 31, 2012 at 1:40 pm, room 630T.