Room 1018 East Building Phone: 772-4200

MINUTES

Meeting of the Hunter College Senate 15 May 2013

The 551th meeting of the Hunter College Senate was convened at 3:50 PM in Room W714. 1 2 3 **Presiding:** Christa Davis Acampora, Chair 4 5 6 Attendance: The elected members of the Senate with the exception of those marked absent in Appendix I. 7 8 Alternate Senators were formally seated in accordance with the procedures approved by the 9 Senate, and clickers were distributed to them. 10 11 The minutes from April 24th and May 1st were approved as distributed. 12 **Minutes:** 13 The minutes of May 8th were approved pending an updated presentation from Public Safety & 14 15 Security. 16 17 18 Election of The floor was open for a nomination for Chair of the Senate. 19 **Senate Officers:** 20 Professor Christa Davis Acampora was nominated. 21 22 It was moved that the Secretary be instructed to cast a single ballot in favor of the nominee. The 23 motion was approved by voice vote without dissent. 24 25 26 The floor was open for a nomination for Vice Chair of the Senate. 27 28 Eamon Pickard was nominated. 29 30 It was moved that the Secretary be instructed to cast a single ballot in favor of the nominee. The 31 motion was approved by voice vote without dissent. 32 33 34 The floor was open for a nomination for Secretary of the Senate. 35 36 Professor Lisa Marie Anderson was nominated. 37 38 It was moved that the Secretary be instructed to cast a single ballot in favor of the nominee. The 39 motion was approved by voice vote without dissent. 40 41 42 The floor was open for a nomination for Chair of the Evening Council. 43 44 Professor Sandra Clarkson was nominated. 45 46 It was moved that the Secretary be instructed to cast a single ballot in favor of the nominee. The 47 motion was approved by voice vote without dissent. 48 49

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15 May 2013

Report by the Administrative Committee:

The Chair, Professor Christa Davis Acampora, presented the report as follows:

a) Senate Meeting Schedule Fall 2013/Spring 2014

The Fall 2013/Spring 2014 Senate meeting schedule was adopted for the following Wednesdays from 3:30 to 5:25 P.M.:

FALL 2013SPRING 2014September 11 and 25February 5 and 19October 9 and 23March 5 and 26November 6 and 20April 9 and 23December 4 and 11May 7 and 14

b) List of Candidates for Diplomas and Degrees

The Senate Chair moved for the ceremonial adoption of the list of candidates for diplomas and degrees to be awarded in May 2013. The motion carried by voice vote without dissent.

c) Approved Curriculum Changes

The following curriculum changes as listed in the Reports Part I and Part II dated 15 May 2013 have been approved as per Senate resolution and are submitted for the Senate's information: Items: GS-932, GS-934, UR-1904, GS-932, US-1905 US-1907(Geography), GS-950 (Medical Laboratory Sciences), GR-927 (School of Social Work), GR-937, GS-936A, GS-936B, GS-936C, GS-936D, GS-936E, GS-955, GS-956/US-1895, GS-961 (Curriculum and Teaching), GR-952 (Economics), GR-960 US-1894, US-1897, US-1899 (Film and Media), GS-933 (Psychology), GS-949 (School of Nursing), GS-951 (English), GS-953 (Economics), GS-954 (Romance Languages/Spanish), GS-928 (School of Social Work), GS-963, GS-964, GS-965 (Physical Therapy), GS-938 (Educational Foundations), US-1884 (Arabic Studies), US-1888, US-1901, US-1902(Philosophy), US-1890, US-1903/GS-962, US-1891 (Art), US-1893 (Economics), US-1896, US-1906 (Women and Gender Studies Program), US-1900 (Chemistry).

There was a correction to Part II: The prefix for courses in the Doctor of Physical Therapy will change from PHT to PT. This change will become official in the fall 2013. Also, in the proposal GS-963, the correct course number for the course called Clinical Affiliation III is 889.50, not 889.

d) College Calendar for Fall 2013/Spring 2014

 The University-wide College Calendar for 2013-2014, as issued by the CUNY Central Administration, was submitted for the Senate's information. It is attached as Appendix II.

e) Senate Procedures for Appeals Pertaining to General Education Requirements Prof. Lisa Marie Anderson, Secretary of the Senate, read the following memorandum:

GUIDELINES FOR HUNTER CORE APPEALS

This memorandum outlines changes to the procedures for appeals pertaining to all general education requirements, and to the existing structure of the Senate's General Education Requirement Appeals Committee. These changes and clarifications are necessitated by the adoption of the Hunter Core (as of Fall 2013) and by stipulations from the CUNY Office of Academic Affairs (dated April 25, 2013).

1. Student Appeals for Hunter Core Credits

Appeals for credits to be applied to the Hunter Core (including the CUNY Common Core and the Hunter Focus) will be received and reviewed by the Senate's GER Appeals Committee.

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2. GER Appeals Committee Name

The GER Appeals Committee is already a standing Senate committee with responsibility for general education requirements appeals. The committee will retain its current name except that "Requirement" will be changed to the plural, "Requirements". It will be understood that this committee now has responsibility for appeals of <u>all</u> general education requirements, including the Hunter Core (2013-), the General Education Requirement (2001-2013), and the Distribution Requirement (1986-2001).

3. Responsibilities of the GER Appeals Committee

The GER Appeals Committee will receive and review the following:

- Appeals for credits to be applied to the Distribution Requirement or the General Education Requirement
- Appeals to opt out of the Hunter Core (i.e., into the General Education Requirement)
- Appeals for credits to be applied to the CUNY Common Core. These appeals will be assessed
 on the basis of <u>satisfaction of the relevant learning outcomes</u> as designated by area. The
 members of the GER Appeals Committee will work in subcommittees to make these
 assessments. Departmental advisers will not handle this sort of appeal, although they may
 give credit for GER equivalencies, as they deem appropriate.
- Appeals for credits to be applied to the Hunter Focus (i.e., college option), or to change Hunter Focus programs of study
- Transfer appeals, which arise when students transfer to Hunter, for credits for courses that have no Hunter equivalent

The committee has been charged with revising its policies, procedures, and forms for receiving and considering these appeals, and is currently working on those revisions. (Note: Appeals for courses to be applied to major, minor, certificate, or other program or course of study requirements will continue to be handled by the most relevant academic department at Hunter College, and not by Senate committees.)

4. Membership of the GER Appeals Committee

Presently, the GER Appeals Committee is comprised of faculty members and students from the School of Arts & Sciences. A staff member from the Office of Advising Services serves ex officio. Given the expansion of the committee's responsibilities, its current membership is insufficient. Up to six additional faculty members and two students shall be added to its current structure, from the School of Arts & Sciences.

5. Transfer Appeals Officer

The CUNY Office of Academic Affairs requires that each campus have a designated Transfer Appeals Officer. At Hunter, the chair of the GER Appeals Committee will hold this responsibility jointly with a designee (or designees) from the Office of Advising Services, at least one of whom shall also sit on the GER Appeals Committee.

6. Process for Initiating Appeals

- All transfer appeals and appeals by current students for credit toward the Hunter Core must be initiated through the Senate Office.
- Special appeals, including appeals to opt out of the Hunter Core (and into the General Education Requirement), will be initiated in the Office of Advising Services so that students can receive broad-based advice about the consequences of their academic choices. Upon subsequent receipt by the Senate Office, applications for opting out will be automatically approved, provided that they contain assurance from Advising Services that the student was appropriately advised.

170 **Minutes** Meeting of the Hunter College Senate 171 172 15 May 2013 173 174 7. Reporting and Review 175 The GER Appeals Committee will continue to report regularly to the Senate. No later than 176 following the third semester of Hunter Core implementation, the Administrative Committee will 177 request a formal review of the GER Appeals Committee's new procedures and processes. 178 179 180 Committee **GER Appeals Committee Reports:** Prof. Lawrence Kowerski, Chair of the Committee, presented the following resolution. 181 182 CHANGES TO SENATE DOCUMENTS REGARDING GENERAL EDUCATION 183 184 REQUIREMENTS APPEALS 185 186 FROM (current): 187 188 **Appeals—General Education Requirement** 189 Any student wishing to formulate an appeal for substitutions or exemptions from a specific General Education Requirement (i.e., Core Requirement, Foreign Language Requirement, or 190 191 Pluralism and Diversity Requirement) as described below should do so by filing an appeal with 192 the General Education Requirement Appeals Committee of the Hunter College Senate in Room 193 1018E. (Students who matriculated prior to Fall 2001 and follow the regulations for the 194 Distribution Requirement may also appeal to this committee). 195 1. The student must present clear evidence that it is impossible for him/her to complete the 196 197 requirement as specified in the catalog and proposes an adequate substitute that completes the 198 academic objectives of the requirement; 2. The student must present clear evidence that a "special topics" course he/she has taken fulfills 199 200 the academic objectives of the requirement, but has not yet been approved by the Hunter College 201 Senate as fulfilling the requirement; or 3. The student must present clear evidence that a course transferred from another 202 203 college/university adequately fulfills the academic objectives of the requirement. 204 205 Notice! There are no appeals for Writing Intensive—'W' designated—courses. All 'W' courses 206 must be completed at Hunter College. Note that not all sections of a course are necessarily offered with significant writing every semester. The 'W' designated courses (or specific 207 208 sections thereof) for a particular semester are listed in the Schedule of Classes each semester. To 209 satisfy a writing requirement a section must be designated as 'W'. 210 TO (new): 211 212 213 **Appeals—General Education Requirements** 214 Students seeking to appeal for substitutions to or exemptions from any general education requirement must begin by filing an appeal with the General Education Requirements Appeals 215 216 Committee of the Hunter College Senate [ADD LINK TO COMMITTEE PAGE]. Students who 217 follow the Hunter Core (adopted Fall 2013) may file appeals regarding the CUNY Common Core 218 or the Hunter Focus (Foreign Language, Concentrated Study, or Pluralism and Diversity). 219 Students who follow the General Education Requirement or Distribution Requirement may also 220 appeal to this committee and should see this document [ADD LINK TO "PROCEDURES FOR

with the following procedures:

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The student must submit a complete application for appeal. [ADD LINK TO ONLINE FORM THAT STUDENTS WILL USE TO FILE APPEALS.] Incomplete applications will be returned to the student without consideration by the appeals committee. This action will not be regarded as a denial of the appeal. The appeals committee may request additional documentation in support of an appeal. Students must respond to such requests within 30 days or reapply with a complete application.

GENERAL EDUCATION REQUIREMENT APPEALS"]. Appeals must be filed in accordance

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- 2. The student must present clear evidence that deviation from the prescribed program in the catalog is necessary and reasonable, and that any proposed substitutions adequately meet the academic objectives of the requirement.
- Appeals for experimental courses completed at Hunter College but not yet approved by the Undergraduate Course of Study Committee as fulfilling a general education requirement must be supported with a class action letter from the department or program that offered the course. Such appeals will only be considered for Pluralism and Diversity or for the Hunter Focus not for the CUNY Common Core.
- The student must present clear evidence that a course transferred from another college or university fulfills the academic objectives of the requirement. Petitions for satisfaction of CUNY Common Core Requirements must include indication of which learning outcomes were met in the course and how they were met. [THESE LEARNING OUTCOMES WILL BE INDICATED ON THE FORM.]
- The appeals committee will respond to appeals requests on or about the 15th and the 30th of each month during the spring and fall semesters when Hunter College classes are in session. The committee does not review appeals for currently enrolled students between June 1 and September 1 of the same year.

Special Appeals

For other appeals for deviations or exemptions from other academic requirements or policies, students should confer with Academic Advising. Special appeals include appeals to follow the General Education Requirement (GER), effective Fall 2001-Spring 2013, and the Distribution Requirement, effective Fall 1986-Spring 2001, rather than the Hunter Core.

Notice! There are no appeals for Writing Intensive—'W' designated—courses, All 'W' courses must be completed at Hunter College. Note that not all sections of a course are necessarily offered with significant writing every semester. The 'W' designated courses (or specific sections thereof) for a particular semester are listed in the Schedule of Classes each semester. To satisfy a writing requirement, a particular section must be designated as 'W'.

Resolved

Changes to the Senate document shall be reflected in the Hunter College Catalog.

The question was called and carried. The resolution was adopted by voice vote without dissent.

Prof. Christa Acampora, Chair of the Senate, announced that GER Appeals Committee members will be receiving compensation for their work done over the summer of 2013. The committee is welcoming nominations of faculty and students. She also urged college leadership to provide guidance to advisors. Senators should take this information back to their departments. This support is vital.

Departmental Governance Committee

Professor Nico Israel, Chair of the Committee, presented the revised Philosophy Department By-Laws as distributed.

The new by-laws were approved by voice vote without dissent after brief discussion.

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Undergraduate Course of Study Committee

Prof. Eckhard Kuhn-Osius, Chair of the Committee, said the following:

"The Undergraduate Course of Study Committee had a busy year. As of our last meeting, over 190 courses were approved by the CUNY committees and admitted into the Hunter Core. We will continue our fast-track procedures for any courses that are currently in the GER. We gave friendly advice on what might be the best way to organize the submission to the CUNY committees. We will revise the procedure slightly. The courses that are approved will be submitted to the CUNY committees via fast-track. It will be voted on by the whole committee pending acceptance by the CUNY bucket committees. For courses that needed review, it will not follow the above procedure. We were able to provide turn around between 1 and 3 weeks. The CUNY committees met very infrequently and then the first set of CUNY committees was disbanded because they reached the end of their tenure. A new set of CUNY committees was constituted. However, their term of office will run out in June and nobody knows what will happen then. We will try to submit some more courses before the end of June in the hopes that they may be approved. In regards to Pathways proposals, any proposals that would not pass the CUNY review will be sent back to the departments. If the proposals have to wait until the next committee meeting to be reviewed, it will take weeks. It is in everyone's interest that we follow the procedure above. Any departments that feel they have been wronged can certainly come to us and ask for a full committee review and we would be happy to discuss any proposal with the full committee. Any new courses that are proposed will follow the normal guidelines for new classes. However, any course for the CUNY Common Core must be submitted along with the CUNY forms. We will also work on some CUNYfirst issues. In our last meeting, we were informed that we can no longer have pre- or corequisites: CUNYfirst requires one or the other. We have many classes that have a pre- or corequisite and now we are going to have to see how we can work around that. We will also be working on standardizing our numbering system. We want to make sure we have a clear distinction between experimental courses and topics courses. We will work on more interdisciplinary programs, initiatives, and certificates."

Committee on Academic Assessment & Evaluation

Prof. Sandra Clarkson, Chair of the Committee, said the following:

"This year we were able to get a list of one or more members of each department who are the contacts for assessment and we met with them yesterday. Thanks to the Dean of Arts and Sciences and to Vita. Faculty who are in the School of Education, Social Work, and Urban Public Health have very specific outcomes and assessment requirements by their licensing agencies. The School of Arts and Sciences has a lot of different departments, each with very different views of what assessment is. Mosen Auryan spends most of his time going to different departments and meeting with individual faculty and that's been very successful for us. As we move toward our midterm reporting back to Middle States, it is very important to us to have a more a coordinated approach to assessment in the Arts and Sciences. In a recent meeting, Mosen was able to give them some templates that they can use. It will help people in restructuring what they need to do on assessment. Mosen distributed it and he has also posted it on the website. Therefore, we can certainly make them available to any departments that did not send representatives to the meeting. As we move forward we will have more standardized reporting of assessment. We are thankful to all of you who have sent somebody and participated. As we move forward we would like to give you all the support that we can. This year like in years before, Mosen sent out a call for proposals, and we did give money to a number of different departments for doing special things with their assessment. We will be very happy to help people with those departments that have also looked at those proposals, to look at what they have done."

347 **Minutes Page** 5636 348 Meeting of the Hunter College Senate 15 May 2013 349 350 351 **New Business:** The student Benedict Joson, the outgoing President of Undergraduate Student Government, 352 said the following: 353 354 "Doctor Acampora, Senators, and Stewards of Hunter College, thank you. 355 356 Our final gathering today marks my final meeting with you as President of the Undergraduate 357 Student Government, but certainly not my final meeting as an undergraduate student. 358 Nevertheless, I am inclined to reflect on this academic year of service and leadership, your service and leadership. 359 360 While ruminating, I realized the value of shared governance and the necessary role you have 361 362 enacted to uphold it. Through your collaborative efforts, you have empowered our colleges' 363 preceptors and pupils. You have enabled and encouraged administrators, faculty, staff, and 364 students to engage in proactive and positive partnerships. 365 366 This culture has been conducive to building an on-campus community that has allowed 367 constituents to be active agents of progress. You and your transformative work have enriched the 368 Hunter education and educational experience. Please maintain this community in the months and 369 year to come. 370 371 The opportunity to work with you this year is invaluable and I am looking forward to further joint 372 endeavors next academic year. 373 374 On behalf of students and on behalf of myself, I express my sincerest gratitude and esteem. Thank 375 you Senate. 376 377 378 **Prof. Kirkland from Philosophy** asked if the Senate had given thought to a possible course of 379 action if there is a vote of no confidence in Pathways. The Chair, Prof. Christa Acampora, reminded 380 the body that the Senate had already approved a resolution condemning Pathways, but that it also 381 decided to continue with the process. 382 383 The Chair also reminded the body that any Senator can bring a course of action to the body in the 384 form of a resolution. 385 386 387 It was moved that the meeting be adjourned. The motion carried and the meeting adjourned at 4:50 PM. 388 389 390 Respectfully submitted, 391 392 393 394 395 Lisa Marie Anderson 396 Secretary

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APPENDIX I

The following attendance w	vas noted from the meetin	g		(A)=Alter	rnate, A=Attended, X=Abse	nt, E=Exc	cused
AFPRL				History	Benjamin Hett		A
	Milagros Denis-Rosario	(A)	X		Richard Belsky	(A)	A
	8	(A)			Thomas Head	(A)	X
Anthropology		(1-1)		Library	Danise Hoover	()	A
Thumopology	Ignasi Clemente	(A)	A	Elolary	Mee'Len Hom		A
	Jessica Rothman	(A)	A		John Pell	(A)	A
Art	Malik Gaines	(A)	X		Jonathan Cain		
Alt	Marik Games		X	Mathematics & Statistics	Sandra Clarkson	(A)	A
		(4)		Mathematics & Statistics			A
		(A)	A		Patrick Burke	(4)	A
	a	(A)	X		Verna Segarra	(A)	X
Biological Sciences	Shirley Raps		A			(A)	
	Paul Feinstein		X	Music	Jewell Thompson		A
		(A)	X			(A)	
		(A)	X		Jana Freiman	(A)	X
Chemistry	Akira Kawamura		Α	School of Nursing	Anita Nirenberg		X
					David Keepnews		A
	Pamela Mills	(A)	X		Lorie Goshin	(A)	X
		(A)				(A)	
Classical & Oriental Studies	Joanne Spurza		A	Philosophy	Frank Kirkland		A
	Lawrence Kowerski	(A)	X		Omar Dahbour	(A)	A
		(A)			Laura Keating	(A)	A
Computer Science	Feliza Vasquez-Abad	` /	A	Physics & Astronomy	Marilyn Rothschild	` /	E
r	1	(A)		y a sa sa sa sa sa y	Noel Goddard	(A)	X
	Virginia Teller	(A)	A		11001 0000000	(A)	X
Curriculum & Teaching	Nadine A. Bryce	(11)	A	Political Science	Leonard Feldman	(11)	A
Curriculum & Teaching	Jason Wirtz		A	1 ontical Science	Zachary Shirkey	(A)	A
	Steve Demeo	(A)	11		Charles Tien	(A)	X
	Ben Shuldiner	(A) (A)		Psychology		(A)	
Ei		(A)	v	Psychology	Joseph Lao		A
Economics	Howard Chernick		X		Peter Moller	(4)	X
	Avi Liveson		X		D . 36.11	(A)	X
	Timothy Goodspeed	(A)	X	D .	Peter Moller	(A)	E
Educational Foundations		(A)		Romance Languages	Rolando Perez		A
Educational Foundations		(A)			Paolo Fasoli	(A)	X
					Monica Calabrito		X
F1:-1	Character Socials	(A)		C-11-fC:-1W1-	Monica Carabino	(A)	Λ
English	Chong Chon-Smith Michael Thomas		A	School of Social Work	N C:		
		(4)	A		Nancy Giunta	(4)	A
	Cristina Alfar	(A)	A		Mimi Abramovitz	(A)	
F''. 0.16 1' G. 1'	Barbara Webb	(A)	A	a	FI D CI	(A)	
Film & Media Studies	Gustavo Mercado		A	Sociology	Thomas DeGloma		A
	Tami Gold				Joong-Hwan Oh	(A)	X
		(A)	A		Marc Halling	(A)	A
		(A)		Special Education	Sara Hines		X
Geography	Haydee Salmun		E		Angela Mouzakitis	(A)	Α
	Jochen Albrecht	(A)	Α			(A)	
		(A)		Theatre	Dong Shin Chang		X
German	Lisa Marie Anderson		A		Mia Rovegno	(A)	X
	Eckhard Kuhn-Osius	(A)	Α			(A)	
	Elke Nicolai	(A)	A	Urban Affairs	Stanley Moses		X
School of Health Sciences	Shahana Mahajan		E		Jill Simone Gross	(A)	A
	J	(A)				(A)	
		` '		School of Urban Public Health		. ,	
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15 May 2013			

At-Large, Lecturers and Pa	rt-Time Faculty				
Madlyn Stokely	Student Services		A	Students	
Taahira Maynard		(A)	A	Carol Szwci	X
•		` /		Matthew Ramos	X
Brian Buckwald	Student Services		A	Eamon Pickard	A
Jocelyn Berger-Barrera	Library		X	Christina Chase	A
Sarah Chinn	English		A	Mauricio Bardales	A
Sarah Jeninsky	Thomas Hunter Honors		X	Abdul Rad	A
				Nicole Lyalin	X
				Kidus Gebrekidan	X
				Joseph Franzese	X
Gabriela Smeureanu	Chemistry		A	Kascem Hewitt	X
Craig Harwood	Macaulay Honors		X	Madiha Wasti	X
Christa D. Acampora	Philosophy		A	Ibrahim Alsaygh	A
				Julia Camila Jones	X
				Jason Sloan	X
Ex-Officio				Wilson Chow	A
	President, USG			Sara Shenas	X
Luis Gutierrez	Vice President, GSA		X	Kevin Jackson	X
Anne Seifried	President, Alumni Assoc.		X	Sayeda Shune	X
Sarah Jeninsky	President, HEO Forum		X	Candace Lawrence	X
Amy Jeu	President, CLT Council		X		
ADMINISTRATION					
HEO/CLT Representative				Bill Zlata	A
Vice President for Student	Affairs			Eija Ayravainen	A
Chief Operating Officer				Len Zinnanti	A
Provost				Vita Rabinowitz	A
Dean, School of Arts & Sc	iences			Erec Koch	A
School of Education				Dean David Steiner	A
School of Social Work				Dean Jacqueline Mondros	A
School of Nursing				Dean Gail McCain	A
TEMPORARY REALLO	OCATION OF SEATS (clicke	rs)			
Asian American Studies Pr	•			Jennifer Hayashida	A
Program in Religion				David Cerequas	X
Women and Gender Studie	es Program			Jennifer Gaboury	A
	-			-	

APPENDIX II

THE CITY UNIVERSITY OF NEW YORK 2013-2014 ACADEMIC CALENDARS

FALL 2013

<u>August 2013:</u>	
W 28	First Day of Classes - Fall 2013
September 2013:	
M 2	LABOR DAY - COLLEGE IS CLOSED
W 4 - F 6	No classes scheduled
F 13 - S 14	No classes scheduled
October 2013:	
Su 13 M 14	COLLEGE IS CLOSED
Tu 15	Classes follow a Monday schedule
	•
November 2013:	
W 27	Classes follow a Friday schedule
	THANKSGIVING RECESS - COLLEGE IS CLOSED
December 2013:	
	Final Examinations for Fall Semester 2013
Tu 24 - W 25	
Tu 31	
14 51	COLLEGE IS CLOSED

SPRING 2014

January 2014:	
	COLLEGE IS CLOSED
M 20	MARTIN LUTHER KING JR. DAY - COLLEGE IS CLOSED
M 27	First Day of Classes - Spring 2014
February 2014:	
W 12	LINCOLN'S BIRTHDAY - COLLEGE IS CLOSED
M 17	PRESIDENTS' DAY - COLLEGE IS CLOSED
Th 20	Classes Follow a Monday Schedule
March- April 2014	
M 14 - Tu 22	SPRING RECESS – No classes scheduled
May 2014:	
	Final Examinations for Spring Semester 2014
	MEMORIAL DAY - COLLEGE IS CLOSED