

MINUTES

Meeting of the Hunter College Senate

11 December 2013

- 1 The 557th meeting of the Hunter College Senate was convened at 3:40 PM in Room W714.
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- 3 **Presiding:** Christa Davis Acampora, Chair
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- 5 **Attendance:** The elected members of the Senate with the exception of those marked absent in Appendix I.
 6
 7 Alternate Senators were formally seated in accordance with the procedures approved by the
 8 Senate, and clickers were distributed to them.
 9
- 10 **Report by the** The Chair, Professor Christa Davis Acampora, presented the report as follows:
 11 **Administrative**
 12 **Committee:**
- 13 a) **Approved Curriculum Changes**
 14 The following curriculum changes as listed in the Reports dated 11 December 2013 have been
 15 approved as per Senate resolution and are submitted for the Senate's information: GS-967
 16 (Special Education), GS-972 (Special Education), GS-971 (Special Education), GS-968
 17 (Curriculum & Teaching), GS-969 (Curriculum & Teaching), GS-970 (Curriculum &
 18 Teaching), GR-966 (Special Education), and GR-973 (Physical Therapy).
- 19 b) **Report by the Vice-Chair, Eamon Pickard**
 20 This item was added to the agenda and is considered New Business.
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 22 The Vice-Chair said the following:
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 24 "Earlier today we met with student Senators. This was a first meeting in a very long time.
 25 There are only about 20 student Senators. One of our goals is to try to fill in the rest of the
 26 seats that are available. There are only about 38% filled. We are considering reaching out
 27 to the departments to request that they elect student Senators from within their departments.
 28 We would like to diversify the membership with students from each department. We
 29 have decided that we have to be more active."
 30
- 31 **Committee** **Report by the Undergraduate Course of Study Committee and the Graduate Course**
 32 **Report:** **of Study and Academic Requirements Committee Regarding the *Procedures for***
 33 ***Curriculum Proposals:***
 34
- 35 Below is a summary of what Prof. Eckhard Kuhn-Osius, Chair of the Undergraduate Course of
 36 Study Committee, said:
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 38 "The whole Pathways process and various other processes have led us to try and systematize the
 39 order that had prevailed in terms of procedures for submitting curriculum proposals. We began
 40 to realize that the document detailing these procedures was historically grown and very
 41 illogically organized. Let me just draw your attention to the table of contents. It starts in Part A
 42 with definitions. The document points out what is a Routine Curriculum Proposal and what is a
 43 Substantive Curriculum Proposal. Then we spell out the steps that have to be taken. Next we add
 44 a third type, which are Programmatic Proposals, or proposals that are more than just substantive
 45 and affect the structure of departments' academic programs.
 46
 47 Everything else is a streamlining and clarification of procedures that we had before. We have the
 48 procedures for challenging and in Part C we have the various former prescriptions. The most
 49 important thing is that we have a format for routine changes. If you have a routine change you will
 50 only have to deal with roman numerals I and II.

54 If you have any Substantive Proposals you can easily see the format. We have now in a central
55 location the required information for course syllabi, in roman numeral III, and various things such
56 as Changes in Existing Courses, New Course Proposals, Common Core, Writing Intensive,
57 Pluralism and Diversity, STEM Variant Courses, Cross-Listing of Non-Experimental Courses,
58 Changes in a Degree Program, and then the Programmatic Proposals.

59
60 This should make it much easier to avoid any technical issues while you prepare curriculum
61 proposals. It is always a fairly involved process because so many of you are involved at the
62 department, division, and the school levels. Essentially, I see the role as of the Undergraduate
63 Course of Study Committee not as telling the departments what to do, but just to make sure that
64 everyone realizes all of the implications. We have people from all divisions and all schools on the
65 committee. Sometimes somebody will mention an aspect that nobody had thought about. This is
66 an attempt to clarify the process and make it easier to handle.”

67
68 Below is a summary of what Prof. Bill Williams, Chair of Graduate Course of Study & Academic
69 Requirements Committee, said:

70
71 “The problems that we had before this document existed had to do with procedures. Many people
72 were getting confused. While a lot of this document doesn’t apply to the Graduate Course of Study
73 Committee, it has helped us very much. Section C, Part A, section 5, in particular, affects the
74 Graduate Course of Study Committee. The item that I have mentioned states that CUNY no
75 longer requires the admission and review of a Letter of Intent. It has been substituted, at the
76 college level, with a requirement for an Advanced Notice.

77
78 This is important because very often something will come in and it will have a short timetable.
79 Furthermore, it will get resistance somewhere else in CUNY or the State.

80
81 Part of this is to provide clarity on how long it takes for a proposal to pass college and university
82 approval. Please refer to the schedule listed that asks that Advance Notice be submitted by
83 February 1. For example, if you want a program for the Fall of 2015 you should submit it by
84 February 1, 2014, which is 18 months ahead. You can submit something anytime you want but
85 we don’t always know what will happen to the schedule at all. By following this timetable, we get
86 as close to estimating as we can. You will see that all laid out there.

87
88 Part C barely applies to the Graduate Course of Study Committee because graduate study doesn’t
89 have many of these requirements.

90
91 Part C, Section 12, subsections 2 and 3 are for Advanced Certificate Programs and a proposal to
92 establish a Dual Degree Program. The procedures are laid out there for you to keep track of your
93 submissions.”

94
95 The question was called and carried.

96
97 A motion to adopt the *Procedures for Curriculum Proposals* passed by voice vote without dissent.

98
99 **Report by the Departmental Governance Committee:**

100 Prof. Nico Israel, Chair of the Departmental Governance Committee, presented the following
101 report:

102
103 “The official name of the committee is the Senate’s Departmental Governance Committee. A little
104 more than two years ago our committee, which consists of a half a dozen members of departments
105 across the college, received the task of revising the Senate’s Model Departmental By-Laws. We all
106 agreed that by-laws are critically important in creating transparency and self-government.
107 However, we were immediately confronted with the sobering fact that the vast majority of
108 departments have not revised their by-laws since the 1980s and in many cases not since the 1970s.

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113 We decided to create a set of guidelines that can help departments revisit and revise their by-laws.
114 Our approach proceeded from the premise that by-laws should not only be something that
115 departments turn to when there is some kind of disagreement, but should also be used to inform all
116 members of departments, particularly to inform recent hires in departments of functions and how
117 they could choose to govern themselves. Our task involved looking closely at the college's
118 governing documents. We looked closely at the CUNY Board of Trustees' By-Laws and the
119 Charter for Governance of Hunter College. We looked at how departmental by-laws related to
120 those documents. We are trying to provide maximum leeway for departments to create their own
121 forms of self-governance.

122
123 In the Spring of 2012, the Senate unanimously approved the new guidelines. Those guidelines are
124 posted on the Senate's website along with new, substantially clearer models. Over the past year
125 using these guidelines, a number of departments have submitted new by-laws. I think members of
126 those departments would agree that although time-consuming, this is a highly important
127 undertaking. If you, as a member of a department, decide to take the leap and begin to look at
128 your departmental by-laws, the Departmental Governance Committee is here to help."

129
130 **Report by the President:** **The body resolved itself into a committee of the whole. President Raab gave a**
131 **PowerPoint presentation on student success. The Administrative Committee has requested a**
132 **copy of the presentation.**

133
134 **Minutes:** The minutes from the October 23 meeting were approved as distributed.

135
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137 It was moved that the meeting be adjourned. The motion carried and the meeting adjourned at 3:55
138 PM.

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140
141 Respectfully submitted,

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145
146 Lisa Marie Anderson
147 Secretary

APPENDIX I

The following attendance was noted from the meeting

(A)=Alternate, A=Attended, X=Absent, E=Excused

Faculty

AFPRL	Anthony Browne	A	Mathematics & Statistics	Sandra Clarkson	A
	Milagros Denis-Rosario	(A) A		Rob Thompson	A
	Edgardo Melendez	(A) X		Verna Segarra	(A) X
Anthropology	Jacqueline Nassy Brown	X		Patrick Burke	(A) A
	Ida Susser	(A) A	Medial Laboratory Sciences	Shahana Mahajan	X
	Jessica Rothman	(A) A		Robert Raffaniello	(A) A
Art & Art History	Malik Gaines	A		Dean Johnston	(A) X
	Daniel Bozhkov	A	Music	Jewel Thompson	A
	Alt.Susanna Cole	(A) X		Maura Donahue	(A) A
	Harper Montgomery	(A) X		Catherine Coppola	(A) A
Biological Sciences	Shirley Raps	A	School of Nursing	David Keepnews	X
	Paul Feinstein	A			0 0
	Maria Figueiredo-Pereira	(A) A		Lorie Goshin	(A) A
	Jesus Angulo	(A) X		Anita Nirenberg	(A) A
Chemistry	Akira Kawamura	A	Philosophy	Omar Dabbour	A
	Pamela Mills	(A) X		Frank Kirkland	(A) A
		0 (A) X		Laura Keating	(A) A
Classical & Oriental Studies	Joanne Spurza	0	Physics & Astronomy	Marilyn Rothschild	A
	Lawrence Kowerski	(A) A		Kelle Cruz	(A) A
		0 (A) 0		Ying-chih Chen	(A) X
Computer Science	Feliza Vasquez-Abad	A	Political Science	Leonard Feldman	A
	Saad Mneimneh	(A) X		Zachary Shirkey	(A) A
	Virginia Teller	(A) X		Charles Tien	(A) A
Curriculum & Teaching	Nadine A. Bryce	A	Psychology	Joseph Lao	A
	Jason Wirtz	A		Roseanne Flores	A
	Steve Demeo	(A) X		Brooke Wells	(A) A
	Ben Shuldiner	(A) X		Jason Young	(A) A
Economics	Howard Chernick	A	Physical Therapy	Herb Karpatkin	X
	Avi Liveson	X			0 (A) 0
	Timothy Goodspeed	(A) X			0 (A) 0
		0 (A) 0	Romance Languages	Rolando Perez	A
Educational Foundations		0 0		Monica Calabrito	0
		0 (A) 0		Paolo Fasoli	(A) A
		0 (A) 0		Michael Perna	(A) X
English	Leigh Jones	A	School of Social Work	Marina Lalayants	X
	Sarah Chinn	A			0 0
	Barbara Webb	(A) A		Mimi Abramovitz	(A) 0
	Stephen Wetta	(A) A		Ilze Earner	(A) A
Film & Media Studies	Tim Portlock	A	Sociology	Mark Halling	A
	Tami Gold	A		Joong-Hwan Oh	(A) X
	Bill Herman	(A) X			0 (A) 0
	Ricardo Miranda	(A) X	Special Education	Angela Mouzakitis	A
Geography	Haydee Salmun	A		Elissa Brown	(A) A
	Jochen Albrecht	(A) A			0 (A) 0
		0 (A) 0	Speech-Language Pathology and Audiology	Susan Wortsman	A
German	Lisa Marie Anderson	A		Don Vogel	(A) A
	Eckhard Kuhn-Osius	(A) X			0 (A) 0
	Elke Nicolai	(A) A	Theatre	Deepsikha Chatterjee	0 X
School of Health Professions		0 0		Mia Rovegno	(A) X
		0 (A) 0			0 (A) 0
History	Daniel Margocsy	A	Urban Affairs	Jill Simone Gross	A
	Richard Belsky	(A) X		Stanley Moses	(A) X
	Thomas Head	(A) X			0 (A) 0
Library	Mee'Len Hom	A	School of Urban Public Health	Dean Johnston	X
	John Pell	(A) A		Lydia Isaac	(A) X
	Jonathan Cain	(A) A			

Students

Carol Szwci	X
Matthew Ramos	X
Alexander Lemell	X
Patricia Colon	X
Mauricio Bardales	X
Abdul Rad	X
Nicole Lyalin	X
Kidus Gebrekidan	X
Joseph Franzese	X
Kascem Hewitt	X
Ariela Hazan	X
Madiha Wasti	X
Ibrahim Alsaygh	X
Julia Camila Jones	X
Jason Sloan	A
Wilson Chow	X
Sara Shenan	X
Eamon Pickard	X
Sandrea Sicango	X
Shawn Rafeey	A
Andy Lall	X
Jonah Garnick	A
Benedict Joson	A
Nishat Tabassum	A
Asad Mannan	A
Kevin Jackson	X
Sayeda Shune	X
Candace Lawrence	X
Barukh Rohde	A
Hira Gulzar	X
Kevin Mishan	X
Abraham Gutman	A
Reginald Holder	X
Javier Picayo	A
Hameda Khandaker	X
Zhong Linda Lin	A
Ashley Wong	A
Chireau White	A
Christopher Lai	A
Roman Povolotskiy	X
Joseph Lipari	A

At-Large, Lecturers and Part-Time Faculty

Student Services	Madlyn Stokely	A
	Shannon Salinas	(A) A
Mathematics & Statistics	Bill Williams	A
Student Services	Brian Buckwald	X
Library	Jocelyn Berger-Barrera	X
English	Amy Robbins	A
Thomas Hunter Honors	Sarah Jeninsky	X
Mathematics & Statistics	Barbara Barone	A
Classical & Oriental Studies	Elizabeth Beaujour	A
	0	0 0
Chemistry	Gabriela Smeureanu	A
	0	0 0
Philosophy	Christa D. Acampora	A
	0	0 0

Ex-Officio

President, USG	Steven Wendel	0
Vice President, Graduate Student Association	Luis Gutierrez	0
President Alumni Association	Anne Seifried	0
President, HEO Forum	Sharmeen Ahmed	0
President, CLT Council	Amy Jeu	0

ADMINISTRATION

Senators:		
HEO/CLT Representative	Bill Zlata	0
Vice President for Student Affairs	Eija Ayravainen	A
Chief Operating Officer		0 0
Provost	Vita Rabinowitz	A
Dean, School of Arts & Sciences	Andrew Polsky	A
Alternate Senators (3):		
School of Education	Dean David Steiner	X
School of Social Work	Dean Jacqueline Mondros	X
School of Nursing	Dean Gail McCain	A

TEMPORARY REALLOCATION OF SEATS (clickers)

Department/Program:		
Asian American Studies Program	Jennifer Hayashida	A
Program in Religion	David Cerequas	A
Women and Gender Studies Program	Jennifer Gaboury	A