

MINUTES

Meeting of the Hunter College Senate

16 May 2012

1 The 538th meeting of the Hunter College Senate was convened at 3:52 PM in Room W714.
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 3 **Presiding:** Sandra Clarkson, Chair
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 5 **Attendance:** The elected members of the Senate with the exception of those listed in Appendix I.
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 7 Alternate Senators were formally seated in accordance with the procedures approved by the
 8 Senate, and clickers were distributed to them.
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 10 **Minutes:** The minutes from May 9nd were approved as distributed.
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 12 **Report by the** The following is a summary statement of President Raab's report to the Senate. She said:
 13 **President:**
 14 "On a serious note, I did want to just first thank the Senate and the two Committees, the
 15 Faculty Committee on Technology and the Student Committee on Student Evaluations for
 16 what I think is really extraordinary work on the issue of online course evaluations. Online
 17 evaluations of teaching I think is using tools of technology to improve assessment and to
 18 improve enforcement. I think we should all recognize Ben Josen who is our new President
 19 of the Student Government. I had an opportunity to work with Ben already and he is really a
 20 wonderful student leader. I'm sorry that I missed those last few meetings. We have been
 21 very engaged for our fund-raising for the Library. You have all seen now that we have the
 22 7th floor entrance. Construction is started on the third floor. We have also been very busy
 23 with something that I want to report to you and that's that we hope to be nearing the ending
 24 conversations for the search for the new Dean of the School of Public Health. We do have
 25 an offer out to a candidate and we have been working very hard to see if we can secure
 26 bringing that person into the community. I want to thank the people who volunteered for the
 27 Vice-President of Development Search. I will read the names of the search committee
 28 members. The Chair of the Committee is Nicole Vartanian from the Provost Office. The
 29 Faculty are: Reuben Blundell from Music, Bill Solecki from Geography, Jill Bargonetti
 30 from Biology and John Brown from Education. We have a wide range of departments and
 31 schools represented. The staff includes: David Crick who is our Financial Expert in our
 32 Institutional Advancement office at the Foundation, Eunice Lewis-Broome at Student
 33 Affairs, and Fay Rosenfeld who is a head of operations at Roosevelt House. Jarret Freeman,
 34 David Wexler and Coleen Cash are our students. From the Donors Organizations: Craig
 35 McPherson and Cathy Weinroth who are both on the Foundation. Both have extensive
 36 fund-raising experience. The faculty had graciously agreed to come in after graduation for
 37 the first Committee meeting. We hired an Executive Search firm with the specialty in
 38 development to work on this with us over the summer. Robert Greenberg, as many of you
 39 have heard, has received a really wonderful offer from the University of Auckland. Dean
 40 Koch is going to start that search posting over this summer, so that we can begin to consider
 41 candidates as early as the Fall. Finally, I want to invite all of you to commencement. We
 42 will have a wonderful graduation at the Javits Center. The key-note graduation speaker is
 43 Soledad O'Brien, the CNN News anchor and correspondent."
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52 **Minutes**
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 56 **Election of**
 57 **Senate Officers:**

The floor was open for a nomination for Chair of the Senate.

Professor Christa Davis Acampora was nominated.

It was moved that the Secretary be instructed to cast a single ballot in favor of the nominee.
 The motion was approved by voice vote without dissent.

The floor was open for a nomination for Vice Chair of the Senate.

Andy Lall was nominated.

It was moved that the Secretary be instructed to cast a single ballot in favor of the nominee.
 The motion was approved by voice vote without dissent.

The floor was open for a nomination for Secretary of the Senate.

Professor Lisa Marie Anderson was nominated.

It was moved that the Secretary be instructed to cast a single ballot in favor of the nominee.
 The motion was approved by voice vote without dissent.

The floor was open for a nomination for Chair of the Evening Council.

Professor Sandra Clarkson was nominated.

It was moved that the Secretary be instructed to cast a single ballot in favor of the nominee.
 The motion was approved by voice vote without dissent.

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 85 **Report by**
 86 **Chief Operating**
 87 **Officer:**

Len Zinnanti, Chief Operating Officer, presented his report. A summary statement is as follows:

“I was invited today to talk about the new CUNY Hunter College Revised Tobacco Policy, which we named Breathe Easy on our website. The rationale for the policy change came from the Chancellor who formed a Tobacco Policy Advisory Committee and recommended that the policy be effective no later than September 2012. Hunter along with the other CUNY campuses will become the largest Urban Higher Educational system in the country to implement such a measure, and we will be among 400 plus colleges and universities across the country that enacted smoke-free or tobacco-free policies for the entire campuses. The revised CUNY Tobacco Policy for Hunter College is basically that, smoking and tobacco use will be prohibited in all areas that comprise Hunter College: All indoor and outdoor areas, entrances and exits to the buildings, outdoor terraces and parking lots. Additionally, vehicles that are on lease or operated by Hunter College are also included in this policy. There will be no sale of cigarettes, e-cigarettes, cigars, chewing or pipe tobacco in any facility location or vending machine on lease, operated or maintained by Hunter or its contractors. The revised CUNY Tobacco Policy respects an individual’s right to use tobacco. However, it is our policy that smokers and tobacco users must refrain from using such products on campus property. Those wishing to use those products must do so off college grounds at a distance sufficient enough as to not interfere with access to or use of Hunter College buildings or other grounds. Hunter, along with CUNY, will provide support and assistance to those members of the community who seek help with tobacco cessation. The definition of tobacco-free includes: cigarettes, e-cigarettes, pipes, cigars, chewing tobacco and snus. Hunter’s plan was put together by an implementation working group which included my office, Student Services, the Provost, Public Safety, Human Resources, Legal Affairs, Diversity and Compliance, Facilities Management and Planning, Communications, as well as staff and faculty representing all Hunter campuses. Our plan follows CUNY templates guidelines and requirements as agreed by the Board of Trustees and it includes communication, enforcement and cessation education resources.

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119 In terms of communication, beginning last year, we have been communicating the Tobacco
 120 Policy through emails, on the Hunter Gatherer notification to students, notifications on flat
 121 screens and now we have created a web page on the Hunter website. Beginning this
 122 summer, signage will be installed and posted around all the campuses with the Fall 2012
 123 implementation date clearly visible. We will post signs on doors, building exteriors,
 124 terraces, parking lots, loading docks, cafeteria and The Welcome Center. Enforcement is
 125 probably going to be the toughest part of this implementation. The University Director of
 126 Mental Health and Wellness met with us early in March with his consultant from the
 127 National Center for Tobacco Policy to help us devise strategies to effectively implement
 128 policy. The message that we got from them was that everyone at Hunter is responsible for
 129 educating the community and informing smokers of the new policy. We intend to have more
 130 regular security patrols outside of all of the entrances and all outdoor public spaces during
 131 the initial implementation phase. We intend to focus on education during this transition. We
 132 will remove all the cigarette butt containers from the outdoor areas, courtyards, and we will
 133 post signage during large events. Literature will be posted in Student Services offices, in HR
 134 offices, and at the Wellness Center. In terms of active enforcement methods, we will focus
 135 on positive intervention techniques, we will ask the offender to observe the policy out of
 136 respect for others, ask the offender to move to an appropriate area and inform the offender
 137 of cessation support available on the campus. We are committed to providing cessation
 138 resources for all members of the community who want it. Students, of course, can go visit
 139 the office of Counseling & Wellness in room 307 in the North building. Faculty and staff
 140 can of course contact the CUNY work- life program for counseling and education, New
 141 York City also provides free local cessation programs, and anyone can call 311. Thanks
 142 you.”
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 144

145 **Report by the**
 146 **Administrative**
 147 **Committee:**

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

148 a) **Senate Meeting Schedule for Fall 2012/Spring 2013**

149 The Fall 2012/Spring 2013 Senate meeting schedule was adopted for the following
 150 Wednesdays from 3:30 to 5:25 P.M.:

151
 152 **FALL 2012**

153 September 5 and 19

154 October 3 and 17

155 November 7 and 14

156 December 5 and 12

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 152 **SPRING 2013**

153 February 6 and 27

154 March 6 and 20

155 April 10 and 24

156 May 1, 8, and 15

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 158 b) **List of Candidates for Diplomas and Degrees**

159 The Senate Chair moved for the ceremonial adoption of the list of candidates for
 160 diplomas and degrees to be awarded in May 2012. The motion carried by voice vote
 161 without dissent.
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163 c) **Approved Curriculum Changes**

164 The following curriculum changes as listed in the Reports Part I and Part II dated 16 May
 165 2012 have been approved as per Senate resolution and are submitted for the Senate’s in-
 166 formation: Items US-1755 (Religion), US-1750 (English), US-1765 (Economics), US-1761
 167 (Film & Media Studies), US-1762 (Film & Media Studies), US-1693 (Film & Media
 168 Studies), US-1763 (Political Science), US-1764 (Political Science), US-1766 (Anthropology),
 169 US-1768 (Physics & Astronomy).
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 180 **d) College Calendar for Fall 2012/Spring 2013**

181 The University-wide College Calendar for 2012-2013, as issued by the CUNY Central
 182 Administration, was submitted for the Senate's information. It is attached as Appendix II.

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 184 It was moved that the agenda be changed to allow the Director of Assessment to report at this
 185 time. The motion carried by voice vote.

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 187 **Report by**
 188 **Assessment**

189 Director of Assessment, Mosen Auryan, presented his report. A summary statement is as
 190 follows:

191 "I want to thank the Senate for inviting me to have a report on this exciting topic. Our
 192 engagement for the year 2011-2012 covered a wide range of activities and assessment
 193 related work, including the Middle States monitoring report I was doing in October 2011;
 194 work with the Senate committees like Strategic Planning Committee; General Education
 195 Committee; and Undergraduate Course of Study, working with the Departments on course

196 level and Program level assessment; and their self-studies, working with Academic support
 197 services and also major initiatives like Arts Across the Curriculum; the hybrid online
 198 courses proposal; faculty scholarship circles and also all the existing and new grants from
 199 Hunter. The scope of activities ranged from consultation to full-fledged engagement on a
 200 continuous basis like writing the evaluation plan for mini-grants. We contributed to about
 201 ten grants that brought in millions of dollars to Hunter. I can articulate significance of this
 202 contribution with three issues. First of all, it's part of our Strategic Planning document that
 203 we articulated last year. The second one, we are witnessing a significant reduction in
 204 availability of funds for grants and a more stiff competition for whatever is left of those
 205 cuts. The Grant engagers are looking for two key issues for the Grant: one is how the Grant
 206 distinguishes itself from other competing grants for the same money, and two – the
 207 evaluation plan. Believe it or not, these are the two issues from the agencies. Our strategy
 208 was to offer strong, honest and authentic assessment plans for these grants which I think we
 209 did and also use the evaluation component as a distinctive feature for the grant. The third
 210 point that is significant about this grant level engagement is that it proved to me and to us
 211 that grant engagement with a department is a far better route in getting to work with them on
 212 other issues. One of the reasons is that the granting agencies are very concrete and very
 213 clear about their expectations about evaluations. They have specific criteria, so viscerally
 214 faculty members are familiar with the expectations of the grant. That kind of engagement
 215 opens possibility to work with them on other issues. I think all together I'm really proud of
 216 the fact that the office of Assessment, that was created three and a half years ago at Hunter,
 217 is by all standards now a revenue-generating center for the college. We are contributing to
 218 developing new revenues for the college. On the second line of engagement is the new
 219 Teaching Learning Center. The office of Assessment has also contributed in ACERT
 220 (Academic Center for Excellence in Research and Teaching). This is not a traditional
 221 teaching learning center. I think it's also unique in CUNY. We provide under one platform
 222 all the faculty needs with respect to research and teaching. We do that by putting
 223 technology, assessment and pedagogy all in one platform. As of this semester, we had about
 224 18 or 19 faculty development seminars. The work of ACERT allowed us to work with the
 225 Faculty Scholarship Circle. A number of those 18 or 19 seminars were related directly to
 226 assessment. Quite a few of them have very elaborate discussion about assessment. I think
 227 that is why we receive such a high attendance because the pedagogy gets closer to
 228 technology and assessment, and assessment becomes more meaningful by getting closer to
 229 the issues that faculty members have in their minds as they do their research and teaching.
 230 The final line of engagement that I would like to talk about is the academic support services,
 231 these include the Math Center, the Writing Center, work with the Library, and our work
 232 with the Chanin Center. The Math Center is known across CUNY. We are developing a new
 233 Writing center that could be used for a lot of courses that are categorized as writing
 234 intensive courses.

241
242 I would like to take this opportunity to thank the Senate, the office of the Provost and the
243 office of the President that allowed me to actually offer services that are not efficiency
244 based but inquiry based. And also I would like to thank all the faculty members who worked
245 with me on this and demanding meaningful assessment.”

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248 **Committee**
249 **Report:**

Teacher Evaluation Committee and Committee on Computing & Technology

250 Andy Lall, Chair of the Teacher Evaluation Committee, and Mark Halling, Chair of the
251 Committee on Computing & Technology, Frank Steen, Chief Information Officer of
252 Instructional Computing & Information Technology (ICIT)

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254 **Report Re: “Transition to Online Student Evaluations”**

255 Submitted by the Senate Committee on Computing and Technology to the Hunter College Senate,
256 May 16, 2012

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258 Approved by the Senate Computing and Technology Committee on March 20, 2012:

259 Approved by the Senate Committee on Evaluation of Teaching on April 3, 2012:

260 Approved by the Senate Administrative Committee on May 2, 2012

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262 WHEREAS, the financial costs of materials and administrative support necessary for conducting
263 paper student evaluations are substantial (about \$40, 000); and

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265 WHEREAS, nuisance costs and lost class time are significant; and

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267 WHEREAS, the results of online evaluations are immediate and generated without several months
268 of processing by departments; and

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270 WHEREAS, increasing numbers of schools—including many within CUNY—are making the
271 transition from paper-based to online evaluations; and

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273 WHEREAS, the existing evaluation form can be seamlessly transferred to the Hunter server at
274 minimal cost, obviating the need to pay expensive external vendors; and

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276 WHEREAS, portions of the savings to the school can be earmarked for raffles and prizes to
277 increase student awareness and participation in the new format; and

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279 WHEREAS, an aggressive campaign to maintain or improve student response rates will be
280 implemented, now, therefore be it

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282 RESOLVED, that student evaluations at Hunter College be conducted online; and

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284 RESOLVED, that Fall Semester 2012 a pilot program be conducted to test student response rates
285 within the new format; and

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287 RESOLVED, that the online format be made permanent provided the following benchmarks
288 are met: 50% response rate for classes of 100 or more; 70% response rate for classes of
289 fewer than 100.

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291 **Academic Freedom Committee**

292 Re: Mission Statement

293 The report was postponed until the Fall 2012 semester.
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It was moved that the meeting be adjourned. The motion carried and the meeting adjourned at 5:05 PM.

Respectfully submitted,

Lisa Marie Anderson
Secretary

APPENDIX I

The following members were noted as absent from the meeting

Faculty

Africana&PR/Latino Studies	Edgardo Melendez (A)	Philosophy	Omar Dahbour (A)
Anthropology	Ignasi Clemente (A) Jessica Rothman (A) Ida Susser	Political Science	Robyn Marasco Charles Tien (A)
Art	Richard Stapleford	Psychology	Jason Young Peter Moller (A)
Chemistry	Gary Quigley (A) Pamela Mills (A) Akira Kawamura	Romance Languages	Monica Shinaider
Computer Science	Felisa Vasquez-Abad Saad Mneimeh (A) Virginia Teller (A)	School of Social Work	Marina Lalayants (A)
Curriculum & Teaching	Jody Polleck (A) Steve DeMeo	Special Education	David Conner (A)
Economics	Timothy Goodspeed (A) Howard Chernick Avi Liveson	Student Services	Taahira Maynard (A)
Educational Foundations	Arnold Wolf (A) John Keegan (A) Cynthia Walley	Urban Public Health	Jessie Daniels Lydia Isaac (A)
English	Sonali Perera (A)	Lecturers and Part-Time Faculty	
Film & Media	Michael Gitlin Gustavo Mercado Ricardo Miranda (A)	Jocelyn Berger-Barrera (Library)	
Geography	Wenge Ni-Meister (A) Allan Frei (A)	Ashley Vaught (Philosophy)	
German	Elke Nicolai (A)	Barbara Sproul (Religion)	
History	Thomas Head (A)	Carmela Scala (Romance Languages)	
Library	Hal Grossman	Claus Mueller (Sociology)	
Mathematics & Statistics	Verna Segarra (A)	Laxmi Ramasubramanian (Urban Affairs) "E"	
Music	Jana Freiman (A) Michele Cabrini (A)	Ex-Officio	
Nursing	Terry Yannaco (A)	Ranette Garcia, USG Pres.	
		Sonya Acevedo, CLT Council Pres.	
		Theodore Ryo, GSA Pres.	
		Patricia Rudden, Alumni Assoc.	
		Students	
		Matthew Evanusa (Music)	
		Mathew Ramos (Music)	
		Ariela Hazan (Macaulay Honors)	
		Shawn Rafeeq	
		Yan Zeng (Engl)	
		Shaochun Chao (undecl.)	
		Eileen Chen (Psych)	
		Jimmy Qiu (Accounting)	
		Ibrahim Alsaygh (THHP)	
		Alexander Lemell (Philosophy)	
		Jarret Freeman (undecl.)	
		Patricia Colon (Economics)	
		Dennis Luo	

APPENDIX II

**THE CITY UNIVERSITY OF NEW YORK
2012-2013 ACADEMIC CALENDARS**

FALL 2012

August 2012:

M 27..... First Day of Classes - Fall 2012

September 2012:

M 3..... LABOR DAY - COLLEGE IS CLOSED

M 17 - Tu 18..... No classes scheduled

Tu 25- W 26 No classes scheduled

October 2012:

M 8..... COLLEGE IS CLOSED

W 10..... Classes follow a Monday schedule

November 2012:

Th 22 - Su 25 THANKSGIVING RECESS - COLLEGE IS CLOSED

December 2012:

Th 13..... Reading Day - No classes

F 14 - F 21..... Final Examinations for Fall Semester 2012

M 24 - Tu 25 COLLEGE IS CLOSED

M 31..... COLLEGE IS CLOSED

SPRING 2013

January 2013:

Tu 1..... COLLEGE IS CLOSED

M 21..... MARTIN LUTHER KING JR. DAY - COLLEGE IS CLOSED

M 28..... First Day of Classes - Spring 2013

February 2013:

Tu 12 LINCOLN'S BIRTHDAY - COLLEGE IS CLOSED

Th 14..... Classes Follow a Tuesday Schedule

M 18..... PRESIDENTS' DAY - COLLEGE IS CLOSED

W 20..... Classes Follow a Monday Schedule

March- April 2013

M 25 - Tu 2 SPRING RECESS – No classes scheduled

May 2013:

F 17 - F 24 Final Examinations for Spring Semester 2013

M 27..... MEMORIAL DAY - COLLEGE IS CLOSED