

SENATE NEWS BULLETIN

Office of the Hunter College Senate

Room 1018 E

senate@hunter.cuny.edu

NO. 2

28 March 2014

Search Committee for Dean of the School of Arts & Sciences

President Raab has asked the Hunter College Senate to begin the process for the election of a Search Committee for Dean of the School of Arts & Sciences. In accordance with the "*College-wide Search Procedures*," nominations for membership on the search committee will be conducted as follows:

A. Nominations for Faculty and Student Members from the School of Arts & Sciences:

Faculty and students from departments in the School of Arts & Sciences who want to be nominated for membership on the Search Committee through departmental election should contact their department chair promptly. Nominations by petition of 25 signatures will be accepted in the Senate Office. (The procedures are outlined below.)

B. Nominations for Chair from Outside the School of Arts & Sciences:

Members of all units of the College, OTHER THAN the School of Arts & Sciences, may run for the position of non-voting Chairperson for the Search Committee. (See "*Procedures*" below.) Interested persons should submit their names directly to the Senate Office.

All nominations, including by petition, must be received by the Senate Office NO LATER THAN 12:00 P.M. ON FRIDAY, APRIL 11TH. Panels will be elected at the Wednesday, April 23rd Senate meeting. Please email senate@hunter.cuny.edu.

Procedures for Searches for Divisional (or equivalent) Dean:

Each department in the School of Arts & Sciences may nominate one or more full-time faculty members by election among its full-time faculty members and one or more students by election among its student majors (or equivalent) for service on the search committee. Faculty members (including part-time faculty) and student majors (or equivalent) from this School may also be nominated by petition of 25 faculty members and 25 students, respectively.

The Hunter College Senate shall elect a panel of 8 faculty members and 6 student members from this pool of nominees in such a manner as to provide for the widest possible distribution of divisional and departmental representation on the committee. From this panel the President shall choose a search committee consisting of 4 faculty members and 3 students. Departments not represented on the committee shall be specifically invited to testify before the committee about their concerns and recommendations.

The Senate shall elect a panel of 3 from among all divisions *other than the one for which the search is being conducted*, from which the President shall choose a non-voting Chairperson. The Chairperson shall function as the executive officer of the committee, sending out all correspondence, distributing information on candidates, arranging interviews, etc.