

## **Meeting of the Faculty Delegate Assembly Minutes of October 15, 2003**

The meeting was called to order at 1:20PM by Prof. Kuhn-Osius.  
Agenda items for this meeting was approved  
The minutes of FDA meeting of Sep 17, 2003 were reviewed and approved unanimously.

Secretary of the FDA read the executive Committee report for Oct 1, 2003.

### **Academic Update: Provost Pizer**

#### Orientation of New Faculty

At the conclusion of the orientation for the incoming faculty, the organizers felt it needs to be improved. One faculty e-mail to the Provost suggested the need for physical orientation to the campus. In the future, the orientation will include amongst other things a) Physical tour of the campus, b) Workshops such as how to organize a course or prepare syllabus administered by the Teaching/Learning center.

#### Outcomes Assessment

Plan is drafted and distributed to the 37 members of the Task Force. We have heard from a third of them. Two open forums will be held in the early part of November to gather suggestion for adjustments and improvements to the plan. We hope to have a revised plan by the end of December and will be implemented in the spring semester. Creating and implementing such a plan is mandated by the 80<sup>th</sup> Street and Middle States Commissions on Higher Education, Hunter's accrediting body. A paper copy is in file and also available in the Web.

#### Periodic Review Report

As Provost indicated in the last meeting, this will also follow the same procedure as the Outcome Assessment. The Acting Associate Provost L. Michael Griffel will form a steering committee. Anybody who is interested in participating in writing or reviewing of the PRR, please volunteer. We will try to accommodate the request. However, the Middle States have asked that the majority of the members of the faculty, staff or administration of this steering committee will be from those who participated in the writing of the original self-study.

#### Last Item: CPE Exam

CPE exam is now required by all our students. It is administratively a challenge for every college within CUNY. Reading and writing center is working very hard in terms of organizing workshops etc to prepare the students for this exam. There are various departments at Hunter offering course works to accommodate the task the students are asked to do in CPE. In this respect, History Department should particularly be commented. About 6000 Hunter students will be taking this exam this month. The number is increasing due to the students not answering the call for taking the exam. Passing this exam is a must for every students for graduation and this can't be waived.

### **Presentation and Discussion**

There was a presentation by Dr Jane Davis and by the Director of Access Center Diane Bergmanson about the Access and Accommodations at Hunter.

Then followed College Update by the President.

### **College Update: President**

This year Hunter College could bring in 49 new faculties talented and distinguished in various fields.

Student enrollment and admission numbers are stabilizing rather than increasing due to budget constraints. Approximately there was a 0.5% increase in enrollment. No student is dropped out because of tuition increase. Many Departments have scholarship money. Students in need are helped out financially. We are proactive in helping our students.

We are moved out of Tier III. We have moved up to top 66 of Tier II in 2003. In 2001 we were 87 of tier II. We are also trying to move to Tier I – the issue is graduation rates. We are maximizing our support the Hunter students with college money and providing the needed courses for their graduation. We are trying to improve the administrative delivery, facilities and services. We work very hard with the bookstore so that our rates are competitive and services are better, such as earlier hours, late closing and Saturday hours.

We have some new initiative in Freshman Orientation – a joint program provided by Student Services and Arts & Sciences. Another interesting activity for students: Office of the Dean of Students office –Acting Vice President Eija Ayravainen - has come up with a new E-Bulletin. This comes out every two weeks and goes out to all students over Hunter e-mail. This lists scholarship opportunities, workshops, recruiting etc.

Technology in general: The technology fee collected from Hunter students comes to us from 80<sup>th</sup> street without any cut. This money helps us to have more computer terminals, wireless rooms, a number of smart classrooms etc. We also have funds under technology fee to support faculty projects that will impact on teaching. A link on the web page that describes what are the new technology innovations that are available to support teaching and research. Take a look at the web page and comes up with your ideas.

Personnel Changes: We are very fortunate to have Ms Marilyn Daley-Weston as the new acting Registrar of Hunter College. Professor Susan Lees of Anthropology will chair the Sexual Harassment Panel.

Searches: Professor Vita Rabinowitz of Psychology department will chair the search committee for the Dean of School of Education that is being formed currently. We are also beginning the search for the Principal of the Elementary School.

Emergency Procedures are currently reviewed in light of the blackout we had recently. Hunter will serve as emergency site in case of any emergency need.

We have started a 3<sup>rd</sup> small school at the site Martin Luther King HS at 55<sup>th</sup> and Amsterdam Avenue. Our College is involved in HS student-particularly with minority students- with a real commitment to science learning

Budget: There is no new money but there is no terrible cut either. We are not expecting any drastic cut. We are now operating on a flat budget. There will be a cut on Adjunct Budget for the Spring semester. In the Division of Arts and Sciences, the projected spending was twice than anticipated. We can't go that way. In order to correct this situation, we have to provide the classes that our students need to graduate by consolidation, proper distribution of workload etc.

The meeting was adjourned at 3:00PM

Respectfully submitted,

Namby Krishnamachari  
Secretary.