

**Minutes of the Meeting  
of the Faculty Delegate Assembly  
Wednesday, May 18, 2005**

The meeting was called to order at 1:30 by Pres. Namby Krishnamachari.

The meeting agenda was approved, as were the minutes of the April meeting.

The Secretary delivered the report on the May Executive Committee Meeting.

President Jennifer Raab provided delegates a college update. Several recent college appointments were announced:

- Eija Ayravainen has been appointed Vice President for Student Affairs;
- Madelyn Stokeley appointed Associate Dean for Student Support;
- Paul Kurzman has been appointed Acting Dean of School of Social Work.

Searches continue for an Associate Provost and for an Honors College Director. President Raab expressed the hope that both positions will be filled by September, 2005. An announcement concerning the appointment of a new Dean of Education is expected before the end of May.

In response to inquiries concerning college fund-raising, the President will discuss the issue at length during the fall semester. A team of consultants are currently examining Hunter's entire fund-raising operation. Departmental needs, student needs and college needs are being collected and prioritized.

A committee of departmental chairs is serving on a panel to vet funding applications going to foundations, to avoid duplication of requests and to maximize the chances of success.

The technology fees paid by Hunter students have been devote to student-centered technology needs, understood broadly. Pedagogical materials, electronic subscriptions to library materials, and updates of departmental web pages have all been supported by tech fee funds. Faculty should be attentive to creative ways in which departments might spend these funds effectively.

Other informational items include:

- A form developed by Vice President Zinnanti's office solicits information concerning pressing facilities needs.
- A Mother's Day *New York Times* ad has raised \$400,000, much of it for scholarships. In New York City a great many people have mothers or grandmothers who are (were) Hunter alumnae.
- The President also expressed the intention of following up a Senate presentation concerning retention with a fall discussion of the issue with the FDA.
- Leonard Lopate, who will be the Commencement speaker, actress Ellen Barkin, and acting Association Provost Michael Griffel all will be honored at spring graduation. All faculty should attend.

Robert Buckley, Director of Research Administration, addressed delegates concerning Hunter's grant activity. The faculty has been quite successful in recent years, leading CUNY in two of the last three. The college has approximately \$40 million in grants, surpassing City College. Government grants, however, are becoming more difficult to obtain, as available funding has been cut for most federal agencies. NSF funded some 33% of proposals in 2000. The percentage is currently down to 25. NIH is funding the top 10-11% of the proposals it receives. The U.S. Department of Education has cut grant-funded activities drastically. In addition to CUNY, Fordham, Iona and other schools around the state have been affected, as programs such as TRIO, which finances tutoring for students, have been scaled back. The university has applied for a U.S. Department of Education ERAP grant (school intervention in 6<sup>th</sup> grade to encourage academic development and foster eventual college attendance).

Faculty were reminded of a number of new developments in the manner in which grant proposals must be

submitted, and were given valuable advice from Research Administration.

- Many agencies are moving toward electronic submission of proposals. Documentation re guidelines for electronic filing must be read very carefully. Requestors must not wait until the last minute to file, especially for agencies which have just started accepting online filings.
- Agencies all are doing their own thing at the moment, although all will eventually go through one federal clearinghouse (grants.gov).
- In the areas of education and social work reviewers tend to be quite conservative, so proposal should be formulated with that in mind. Requestors should try to get reviewers' comments, whether the proposal is funded or not, and should not take these comments personally.
- If a faculty member is invited to be a reviewer, he/she has a great opportunity to see how the process works from the inside.
- SPIN, a database from INFOED, makes it possible for faculty to get e-mail updates on possible grant funding. Grant seekers should also consult [www.rfcuny.org](http://www.rfcuny.org), a source of valuable information.
- Faculty should be aware that financial conflict of interest is important to the Federal Government. Many institutions have very complex questionnaires to root out such conflicts.
- The Research Foundation central office is moving to 230 W. 41<sup>st</sup>. Street, to a building which has been purchased by the Foundation. The CUNY School of Journalism will also occupy space in the facility.
- The Research foundation's director of grants and contracts is stepping down. The position has been advertised.

FDA also heard a presentation from Professors Danise Hoover and David Donabedian from the Library, concerning the electronic reserves system currently being piloted. Financed with technology fee funds, the system responds to student requests for home access to Reserve items and also makes better use of electronic journal subscriptions. E-Reserves will also assist in addressing long-standing copyright questions. The CUNY counsel has determined copyright guidelines in the electronic arena.

- Copyright requires pages to be passworded for class use.
  - Faculty are required to clear copyrights on material scanned for electronic reserves. Copyright Clearance Center (<http://www.copyright.com/>) clears copyrights for a fee.
  - Materials which have remained on Reserve for years are currently being returned to faculty.
- Faculty are strongly encouraged to consider participating in electronic reserves, as it is proving very popular with students and is much less costly to them than course packs.

The meeting was adjourned at 3:00PM.

Respectfully submitted,

Patricia Woodard,  
Secretary