Minutes of the Meeting of the Faculty Delegate Assembly of Hunter College

October 17, 2007
1:10-3:00 PM

1. Call to order

The meeting was called to order at 1:18 by FDA President Jason Young.

2. Approval of the minutes

* The minutes of September 19, 2007, were approved.

* The minutes of May 16, 2007, were approved pending one correction.

3. Executive Committee Report

Professor Tony Doyle reported on the Executive Committee meeting of October 4, 2007. He mentioned the following points.

* The FDA website. The database for faculty research interests is not yet online.

* The FDA staff is also working on a database, primarily for the benefit of new faculty, that will give essential information about the Hunter.

* Review of delegate concerns. Prof. Young has collected the concern that delegates expressed at the September FDA meeting and has asked for suggestions and volunteers to address a number of these.

* Prof. Persell urged that Hunter hire a dean of graduate students.

* Prof. Sorman mentioned two adjunct concerns. (1) being paid for attending departmental meetings; (2) having their email addresses on the Hunter website.

* Meetings with President Raab. The president will attend one FDA meeting a semester and will also meet with the Executive Committee once a semester.

4. Academic update with Associate Provost David Potash

Prof. Young introduced Provost Potash. Provost Potash discussed the following issues.

* Graduate student admissions. There is currently no plan to hire a dean of graduate students. However, there are two finalists for dean of graduate admissions. This should help with enrollment management. CUNY in general is starting to pay more attention to graduate admissions. At present CUNY has no

centralized web support for graduate admissions. But we are close to building an interactive website for this purpose. It should allow us to deliver information about particular programs for prospective students. As of now, we don't really know who is applying. We need to know this, since this information can help with recruitment.

* Additional support for the libraries. The president got the formal version of the Library Task Force report in September. She will be announcing priorities soon.

* Faculty concerns raised at the September 2007 FDA meeting:

> -- Class size. The provost is concerned, but this issue should be handled through the dean's office.

> -- Adjunct support. To support adjuncts properly the provost's office needs information about who they are. When the provost's office has the adjunct's name, then ICIT can contact her. Her name then goes in CUPS. We still do not have a complete list of all the adjuncts for the fall. Hunter cannot active Blackboard unless we have the instructor's name. The high turnover of adjuncts means that this information is tough to collect. The provost's office relies on the departments to provide this information. Also, there is a six to eight week lag from the time that adjuncts are hired until all the information about them is in.

> > -Professor Sorman observed that there are many long term adjuncts who still have no web presence at Hunter.

* Middle States accreditation. Hunter's Middle States coordinator Linda Suskey visited campus on October 9. Her goals were both to point out that we have a lot of work yet to do but also to assure us that we're doing a good job and that Hunter will be accredited. She talked about what Hunter needs to do to become a premier urban institution and what this means in terms of assessment and governance. The self-study should be a catalyst to get Hunter beyond the 20th century. She also talked about the strategic plan.

> -- Prof. Young added that her words were a wake up call. Suskey indicated that accountability is here to stay, and to the extent that faculty resist it they invite outside intervention.

* National survey on student engagement. Provost Potash distributed a nation-wide survey of student engagement with data for Hunter. He offered the following summary.

> -- There's a close connection between learning and engagement: a more engaged student will learn more. The survey was started in the 1990s and goes to freshmen and seniors. Hunter needs to address the fact that only

38% of our freshmen finish here. Information that the survey provides can help us bring this number up. The survey bears out the fact that students stay in school longer when they can see a realizable goal. Also, a culminating senior experience, which not many of our students have, can encourage students to stay longer. The survey can help us make the kinds of adjustments that we need to make if we are to encourage students to stay longer. For instance, in the California state system, when incoming students register, they are asked whether they plan to stay for a degree. Those who say yes are treated differently. So far Hunter has not really been able to determine exactly why students are leaving.

* Student majors. Institutional Research indicates that our largest group of students are undecided when they come in; others express interest in majors that Hunter doesn't support.

5. Technology Update.

Prof. Young introduced Frank Steen, head of ICIT. Mr. Steen discussed the following.

* More than 70 classrooms have projectors. This is a cheaper option than making all classrooms "smart:" $3000 as opposed to $70,000. The smart classrooms have a computer, a DVD player, an open jack, and so forth. But theft is a problem. Also, things break. So in the last month Hunter has provided 34 more rooms with the cheaper option of a projector, two speakers, and a screen. It's possible to plug in a laptop in these rooms. ICIT will lend all Hunter faculty a laptop for the semester and will announce this to the faculty shortly.

* Faculty concerns.

-- Computer security. People will break into others' computers and install software that will give them access to files, for instance, music. The Hunter log-in for wireless access helps protect users against these security breeches.

-- Adjuncts not listed in the phone directory. Although ICIT controls the directory, it does not get timely updates from Personnel.

-- Wireless access at Social Work. The wireless set up at Social Work hasn't been able to talk to the set up at the main campus. As soon as wireless is available at Social Work ten laptops will be available in the library.

-- Help with departmental websites. So far departmental websites have been designed in whatever program the designer happened to know. This makes updates more difficult than they need be. Ideally all departmental websites would be in the same program so that department secretaries, for

instance, could go in and make routine changes. The content management software will allow for this easy update. ICIT should be ready with this software by the beginning of 2008. Part of the problem has been that departments don't have the skills to alter their websites. The content management software would avoid this; there will be no need for changes to be approved at many levels; only the chair would have to give permission; the secretary could make the actual changes.

-- Online teaching as a partial solution to space problems. No one will ever be forced to teach online.

*Help desk: There are currently no full time people. ICIT is trying to get some. Also, ICIT hopes to keep the desk open past 5 PM, which is when it closes now.

* ICIT has a new software advisory committee, since so many faculty request software.

6. Old Business

There was no old business.

7. New Business

There was no new business.

The meeting was adjourned at 2:57.

Respectfully submitted,

Tony Doyle
FDA Secretary