TO: Members of the Hunter College Senate
FM: Senate Administrative Committee
RE: Meeting of the Hunter College Senate

WEDNESDAY, 30 September 2015, from 3:30 to 5:25 P.M., Room W714

AGENDA

1. **Meeting Minutes of May 20**

2. **Report by the President**

3. **Report by the Administrative Committee**

   a) **Special Senate Election for Vacant At-large Seats**
   In accordance with Article IV, 2H i & ii of the *Charter for a Governance of Hunter College,* the Administrative Committee is presenting the names of all nominees received to date, if any.

Faculty:	Abigail Kotowski (School of Nursing)
	Lynda Olender (School of Nursing)
	Jonathan Kalb (Theatre)
	Louisa Thompson (Theatre)

   b) **Approved Curriculum Changes**
   The following curriculum changes as listed in the attached Report Part I dated 30 September 2015 have been approved as per Senate resolution and are submitted for the Senate's information. Items: GS-1059 (New Courses) Special Education, GS-1060 (Change in Course) Special Education, GS-1061 (Change in Courses) School of Nursing, UR-2023 (Change in courses) School of Nursing, and UR-2027 (Change in course) Film & Media. Part II forthcoming.

   c) **Announcements:**
   - **Appointment of Acting Ombudsman**
   - **Catalog Revisions and Upcoming Issues**
   - **Procedures for Preparing and Submitting Curriculum for College Approval**
   - **News Bulletin #5 and College-Wide Search Procedures**

   d) **Senate Election of Faculty Members for Committee on Appeals for Faculty Complaints**

   e) **Election of Committee Chairs**
   Budget Committee
   Master Plan Committee
   Nominating Committee
   GER Committee

4. **Report by the Undergraduate Course of Study Committee**
   Re: Liberal Arts Course Designations

5. **Old Business**
6. **New Business**

ACERT, FDA, Senate invite you to a reception in the Faculty Lounge on September 30, following the Senate meeting, from 5:30pm-7pm. Please join us to catch up and welcome newcomers.

MINUTES
Meeting of the Hunter College Senate
20 May 2015

1		The 575th meeting of the Hunter College Senate was convened at 3:42 PM in the Lang Recital Hall
2		Room 424 HN.
3		
4	**Presiding:**	Christa Acampora, Chair
5		
6	**Attendance:**	The elected members of the Senate with the exception of those marked absent in Appendix I.
7		
8		Alternate Senators were formally seated in accordance with the procedures approved by the
9		Senate, and clickers were distributed to them.
10		
11		
12	**Minutes:**	The minutes from March 11, March 25, April 15, and May 6, and May 13 were approved as
13		distributed.
14		
15	**Report by the**	
16	**President:**	**President Raab said the following:**
17		"I wanted to thank you all for your service this year, and ask that you all come to the Faculty
18		Dining Room after the meeting for the 2015 Presidential Awards for Excellence. We will be
19		honoring your colleagues in various categories and will also toast Christa Acampora's
20		extraordinary service as the Chair of the Hunter College Senate. It is also hard to believe but this
21		may be Vita Rabinowitz's last Senate meeting, so please give her a round of applause.
22		
23		Graduation is on May 27 at Madison Square Garden. Senator George Mitchell will be receiving
24		the President's Medal for his work most recently in the Ireland peace process. Finally you will
25		hear more later from Laxmi on this, I wanted to tell everyone how excited my team is to work with
26		the Senate Master Plan Committee on envisioning the Hunter Campus as we go forward with
27		gaining new space and rethink how we make this a more welcoming community. James Gleba is
28		the new Assistant Vice President for Facilities. He has a wonderful background and most recently,
29		before entering the private sector, spent many years with CUNY. I will see you all after this
30		meeting and wish you all a wonderful summer."
31		
32		
33	**Report by the**	Chair Christa Acampora, presented the report as follows:
34	**Administrative**	
35	**Committee:**	a) **Senate Meeting Schedule Fall 2015/Spring2016**
36		The Fall 2015/Spring 2016 Senate meeting schedule was adopted for the following
37		Wednesdays from 3:30 to 5:25 P.M.:
38		

	FALL 2015	SPRING 2016
39	FALL 2015	SPRING 2016
40	September 16 and 30	February 10 and 24
41	October 14 and 28	March 9 and 30
42	November 11 and 25	April 6 and 20
43	December 9	May 4, 11, and 18

44		
45		b) **College Calendar for Fall 2016/Spring2016**
46		The attached university-wide College Calendar for 2015-2016, as issued by the CUNY
47		Central Administration, is submitted for your information as Appendix II
48		
49		
50		
51		

55   **c)**   **Ceremonial Adoption of Candidates for Graduation**
56   Chair Acampora moved for the ceremonial adoption of the list of candidates for diplomas and
57   degrees to be awarded in May 2015. The motion carried by voice vote without dissent.

59   **d)**   **Election of Senate Officers**
60   The floor was open for nominations for <u>Chair of the Senate.</u>

62   The following were nominated:

64   Professor John Wallach (Political Science)
65   Professor Sandra Clarkson (Mathematics & Statistics)

67   It was moved that nominations be closed. The motion carried by voice vote. Candidates'
68   statements are in Appendix III.

70   It was moved that the vote be taken by secret ballot. The motion carried by voice vote without
71   dissent. Written ballots were distributed.

73   <u>**Election Results for Chair**</u>
74   Prof. John Wallach   19 votes
75   Prof. Sandra Clarkson   72 votes
76   2 Abstentions

78   Professor Clarkson was elected Chair of the Senate.

81   The floor was open for nominations for <u>Vice Chair of the Senate.</u>

83   Mr. Abdul Rad (At-Large) was nominated.

85   It was moved that nominations be closed. The motion carried by voice vote.

87   It was moved that the Secretary be instructed to cast a single ballot in favor of the nominee.
88   The motion carried by voice vote without dissent and Mr. Rad was elected.

91   The floor was open for nominations for <u>Secretary of the Senate</u>.

93   Professor Thomas DeGloma (Sociology) was nominated.

95   It was moved that the Secretary be instructed to cast a single ballot in favor of the nominee.
96   The motion carried by voice vote without dissent and Professor DeGloma was elected.

99   The floor was open for nominations for <u>Chair of the Evening Council of the Senate.</u>

101   Professor Jeffery Allred (English) was nominated.

103   It was moved that the Secretary be instructed to cast a single ballot in favor of the nominee.
104   The motion carried by voice vote without dissent and Professor Allred was elected.

114

115   **Committee**   **Report by the Charter Review Committee: Third Reading**

116   **Report:**

117   Professor John Wallach, Chair of the Committee, presented the report dated 20 May 2015 for the

118   Third Reading and adoption of the proposed Amendments to the "*Charter for a Governance of*

119   *Hunter College."* (Items in bold and underlined are amendments for the Second Reading; items in

120   strikethrough and underline were part of the First Reading proposals.)

121

122   Professor Wallach said the following:

123   "I just want to review briefly to remind you that while the Committee on Charter Review has

124   presented to you many amendments through April and May only a few survived to make it to the

125   Third Reading. Today there are only two pages that you will have to look at and vote on.

126

127   Before you are amendments that came to you from both committee deliberations and amendments

128   to them from this body during the readings. I just want to let you all know that you are not allowed

129   to make amendments to these proposals; you can only review and vote on them."

130

131   The Third Reading- Proposed Amendments to the *Charter for a Governance of Hunter College* in

132   in Appendix IV. Results will be emailed to the Senate as soon as the ballots are counted.

133

134   **Old Business:**   **Report by the Library Regarding CUNY Institutional Repository**

135

136   Chief Librarian Daniel Cherubin gave the following report:

137

138   "I am glad to be here today to give you all a preview of the CUNY Institutional Repository. After

139   some discussion CUNY owns and oversees the day to day operation of this, but in order to make it

140   work all the CUNY schools have their own page where they upload information to be made

141   available to the CUNY community.

142

143   CUNY Academic Works provides a full range of scholarship including faculty research, education

144   materials, and student works such as dissertations and theses. Included works are deposited by the

145   local college in collaboration with the Office of Library Services."

146

147   Mr. Cherubin gave a live demonstration on how to access the repository and how to navigate it.

148

149   You can create an account and browse the repository at http://academicworks.cuny.edu

150

151   **Report by the Committee on Honors**

152   Professor Rick Belsky, Chair of the Committee gave the following report:

153

154   "The Senate Select Committee on Honors was convened about a year ago in Spring 2014. It was

155   given a two-year charge to look over all the various honors programs in the college, and to come

156   back to the senate with a report apprising the senate of our assessment of the situation and perhaps

157   containing recommendations of one sort or another. Despite the two-year charge our committee

158   originally hoped to come before this body today with a final report and then disband, but because

159   of the complexity of the issue, and also because there is so much flux at the moment in regard to

160   honors, we now think it best to deliver only a progress report at this point. It seems likely that big

161   decisions about honors at Hunter will be made in the relatively near future, and by not disbanding

162   now our committee will be able to stay engaged with the issue next year as well. There has, for

163   example, been much talk about establishing an Honors College at Hunter, but what that exactly

164   will mean seems far from determined. We think it will be good for the Senate to be a part of that

165   conversation and with the work we have done under our belt, our committee is in an excellent

166   position to both engage in and report back on that conversation.

167

168

169

173   One thing that is clear is that Honors is thriving at Hunter in many different forms. There are a
174   variety of honors options available to our students, including Honors in the major, McCauley
175   Honors, the Thomas Hunter Honors Program as well as the eight Scholar Cohort programs. One
176   issue the committee faced having been charged to report on honors was how to define honors.
177   The Scholar Cohort programs might be considered to be more recruitment programs, for example.
178   We decided, however, both because many of the Cohort programs formally or informally refer to
179   themselves as honors programs, and most especially because they all have special curricular
180   requirements, that they do fall within our definition of honors programs that we should properly
181   consider.

183   Over the course of the year our committee has met regularly and gathered much information. We
184   have familiarized ourselves with honors programs across the country and collected detailed
185   information about the various honors programs and options at Hunter. Among other things, we
186   have gathered demographic and other information about the various programs, including
187   graduation information for all honors-designated students over the last ten years. We also
188   conducted a survey of department and program chairs regarding the state of their honors programs.
189   It is notable that requirements for what constitutes honors in the major vary considerably from
190   major to major. Many of the responding chairs expressed interest in knowing more about how
191   other departments and programs structure their honors requirements. Looking forward to our final
192   report it seems likely that in addition to whatever other recommendations we may have, our
193   committee will recommend making information about all honors options more readily available to
194   students and to everyone within our community. We also hope to at least make steps toward
195   defining, not a rigid set of standards for what constitutes honors work, but a "vision" of what
196   honors means at Hunter that can provide guidance and some continuity across the different honors
197   options."

199   **New Business:**   **Report by the Nominating Committee**
200   Chair Acampora said the following:
201   "Coming around is a report by the Nominating Committee that will take the place for the verbal
202   report. I would like to ask for a motion to have this item of new business moved up as it is
203   important to the functioning of the Senate for the coming year. We will then return to old
204   business." The motion was seconded and approved without dissent.

206   Professor Jeff Allred, Chair of the Committee, presented the report dated 20 May 2015. The
207   Nominating Committee submitted the following nominations for seats currently vacant on Senate
208   Committees:

210   1.   **Undergraduate Academic Requirements Committee**
211   Faculty from Health Professions: Vidette Todaro-Franceschi (School of Nursing)

213   2.   **Committee on Student Standing**
214   Faculty: Lawrence Kowerski (Classical & Oriental Studies)
215   Faculty: Roseanne Flores (Psychology)

217   3.   **Master Plan Committee**
218   Sciences & Mathematics: Adrienne Alaie (Biological Sciences)
219   Programs in Education: Jeanne Weiler (Educational Foundations)
220   Humanities & Arts: Ryan Keberle (Music)
221   Health Professions: Nancy Eng (SLPA)
222   School of Social Work: S.J. Dodd (Social Work)
223   Alternate: Angela Reyes (English)
224   Alternate: Laura Keating (Philosophy)
225   Student: Jordana Lovett (MCD/Biochem Biology)
226   Student: Jacob Daniels (Biology)
227   Student Alternate: Livia Johnson (MCD/Biochem Biology)
228

232   **4.   Committee on Academic Assessment & Evaluation**
233   Faculty Alternate: Trudy Smoke (English)
234
235   **5.   Committee on Services and Facilities***
236   Faculty: Lisa Corinne Davis (Art & Art History)
237   Faculty: Frida Kleiman (Chemistry)
238   Faculty: Liz Beaujour (Classical & Oriental Studies and THHP)
239   Alternates: Michael Steiper (Anthropology)
240   Alternates: Felisa Vasquez-Abad (Computer Science)
241   Students: Jonah Garnick (Urban Planning)
242   Staff: Andrew Silver (Office of the Vice President
243   Administration)
244   **6.   Committee on Student Success**
245   Student: Jacob Daniels (Biology)
246   Student Alternate: Stephen Icaza
247
248   It was moved that the Secretary be instructed to cast a single ballot in favor of the nominees.
249   The motion carried by voice vote without dissent.
250
251   Professor Christa Acampora called for a motion to extend the time of the meeting by ten
252   minutes in order for the remaining committees to present their reports. The motion seconded
253   and passed without dissent.
254
255   **Old Business:**   **Report by the Master Plan Committee**
256   Professor Laxmi Ramasubramanian presented the report on behalf of the Master Plan
257   Committee. Below is what she said:
258
259   "I am here to present a status report for the Master Plan Committee. As you are probably
260   aware, the charge of the committee is quite broad so in the past few months we have decided to
261   focus on the 68th Street campus. There are many reasons to focus on 68th Street. First, the
262   68th Street campus is a hub. It can be said that the 68th Street Campus has suffered from some
263   benign neglect, although individual projects such as the library renovation can be viewed as a
264   success story. The College's growth and expansion have also resulted in some space becoming
265   available on the 68th Street campus and there are many competing demands for this available
266   space.
267
268   The committee proposes that we will work to develop broad planning and design frameworks
269   that will help guide the reorganization of the 68th Street Campus. The plan is for the medium
270   term future ranging from three to ten years. In order to have the resources needed we have
271   worked with the nominating committee to revitalize the Committee on Facilities and Services.
272   We have agreed that we will meet and report together for the next few months. The
273   composition of the committee includes faculty, students, and administrators. We also will bring
274   in individuals with specialized expertise as we move along in the process.
275
276   We want to connect with all groups across college using different methods of community
277   engagement. We will use traditional data collection techniques such as surveys, focus groups,
278   and interviews but we will also include some hands-on activities. Today, we put up a blank
279   wall asking students what they would like to see on campus and students left many post-it
280   notes on the board with ideas. In the Fall we will connect with more groups and we would like
281   to gather examples of best practices and ideas for improvement. Above all else we want to find
282   out what kinds of teaching, learning, and working spaces we want for the future.
283
284   In closing I want you ensure you that the committee is looking at the future for everyone and
285   will try and sync its goals with the college's strategic plan. In the fall we will have more data to
286   report to you."
287

291   **Report by the Ad-Hoc Committee to Give Guidance on A&S By-Laws**
292   Professor Tom DeGloma, Chair of the Committee gave the following report:
293
294   "The committee has already released its draft report. I am here to answer questions. The
295   committee was formed to give guidance to the School of Arts and Sciences on drafting its
296   By-laws, which the Senate would approve. The Senate did not want to micromanage the
297   process and the committee was here to provide guidance to get the ball rolling. Once the
298   bylaws drafting committee is formed they will take the process from there.
299
300   Section 4 Part B is where all the changes have been made which is being reported back to you
301   now. This is the only section where changes have been made and I will answer questions on
302   this. Point one was changed to allow faculty members to self-nominate to be on the bylaws
303   drafting committee. A list of nominations will be shared with the A&S nominating committee
304   that will select the membership that is recommended from the Nominating Committee. This is
305   a shared process between the two.
306
307   The clarifications provided were on the process that will be done to allow proper representation
308   and organization for the committee that will draft bylaws for the School of Arts and Sciences."
309
310   **Report by the Committee on Evaluation of Teaching**
311   Eamom Pickard gave the following report:
312
313   "There are two resolutions that have been passed out that we would like to have approved.
314   Going into next year we have developed an agenda. There was both good and bad news this
315   semester, since we moved to the online surveys it has been seen that there has been a decrease
316   in the response rate. Overall there is great turnout but the few departments that have a low
317   response rate drop the average down to 35%. Without this it would have been around 55%.
318   We are presenting two different resolutions. The first is changing the content in the surveys
319   because students are confused on some questions and do not fill it out. This will allow schools
320   and departments to select certain questions to be asked that are pertinent to them. We are
321   hoping to let each College select five questions to be used on the survey. We have worked
322   with the college to promote the evaluations on the monitors all around the school and worked
323   with the USG to get email blasts sent out to all students."
324
325   **Resolved:**
326   In order to increase the response rate among the Hunter College student body to participate
327   and complete the evaluation of teaching, the Senate supports the use of multiple mechanisms
328   currently in place at Hunter College for reminding all students to complete the teaching
329   evaluation instrument. These include, but are not limited to, One Stop on Hunter College's
330   home page, e-blasts to students, LED signs throughout Hunter, encouraging Professors to
331   announce it on their respective Blackboard sites, as well as any other mechanisms deemed
332   appropriate by the Senate.
333
334   **It is further resolved that**, the Committee recommends the development of an Evaluation of
335   Teaching App for easy access to the teaching evaluation instrument on mobile devices, to
336   increase the likelihood that all students will complete teaching evaluations in a timely manner
337   at the end of each course.
338
339   Due to the late hour, it was moved that the meeting be adjourned. The motion carried and the
340   meeting adjourned at 5:35 PM.
341
342   Respectfully submitted,
343
344
345   Thomas DeGloma
346   Secretary

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APPENDIX I

The following attendance was noted from the meeting   (A)=Alternate, A=Attended, X=Absent, E=Excused

Faculty

Department	Name		Status
AFPRL	Anthony Browne		A
	Denis Milagros	(A)	A
	Edgardo Melendez	(A)	X
Anthropology	Jackie Brown		A
	Mike Steiper	(A)	A
	Marc Edelman	(A)	A
Art & Art History	Harper Montgomery		A
	Carrie Moyer		A
	Daniel Bozhkov	(A)	X
	Nebahat Avcioglu	(A)	X
Biological Sciences	Derrick Brazill		A
	Shirley Raps		X
	Paul Feinstein	(A)	A
	Maria Pereira	(A)	X
Chemistry	Akira Kawamura		A
	vacant	(A)	
	Gabriela Smeureanu	(A)	A
Classical & Oriental Studies	Joanne Spurza		A
	Chris Stone	(A)	X
	Larry Kowerski	(A)	A
Computer Science	Lei Xie		A
	vacant	(A)	
	Feliza Vasquez-Abad	(A)	A
Curriculum & Teaching	Jody Polleck		A
	Jason Wirtz		A
	Stephen Demeo	(A)	A
	Ben Shuldiner	(A)	X
Economics	Timothy Goodspeed		A
	Avi Liveson		A
	John Li	(A)	X
Educational Foundations	Stephaney Morrison	(A)	X
	Veronica Muller		X
	John Keegan	(A)	A
English	Leigh Jones	(A)	X
	Sarah Chinn		A
	vacant		
	Stephen Wetta	(A)	X
Film & Media Studies	Bill Herman	(A)	X
	Ricardo Miranda		X
	Joseph McElhaney		A
	Larry Shore	(A)	A
Geography	Haydee Salmun	(A)	A
	Jochen Albrecht		A
	Carsten Kessler	(A)	A
German	Elke Nicolai	(A)	A
	Eckhard Kuhn-Osius		A
	vacant	(A)	
History	Rick Belsky	(A)	A
	Manu Bhagavan		A
	Eldor Mehilli	(A)	A
Library	Mee' Len Hom		A
	Sarah Ward		A
	Adina Mulliken	(A)	A
	Danise Hoover	(A)	A
Mathematics & Statistics	Sandra Clarkson		A
	Verna Segarra		A
	Pat Burke	(A)	A
	Rob Thompson	(A)	A

Department	Name		Status
Medical Laboratory Sciences	Shahana Mahajan		A
	Robert Raffaniello	(A)	X
	Dean Johnston	(A)	X
Music	Jewel Thompson		E
	Maura Donahue	(A)	X
	Michele Cabrini	(A)	X
School of Nursing	David Keepnews		A
	Christine Anne Ganzer		A
	Lorraine Brynes	(A)	A
	Anita Nirenberg	(A)	A
Philosophy	Justin Garson		A
	Omar Dahbour	(A)	X
	Laura Keating	(A)	A
Physics & Astronomy	Marilyn Rothschild		A
	Ying Chen	(A)	X
	Kelle Cruz	(A)	A
Political Science	Jill Schwedler		X
	John Wallach	(A)	A
	Rachel Schutte	(A)	X
Psychology	Roseanne Flores		A
	Joseph Lao		A
	Peter Serrano	(A)	X
	Peter Moller	(A)	X
Physical Therapy	Herb Karpatkin		X
	Tom Holland	(A)	X
	vacant	(A)	X
Romance Languages	Julie Van Peteghem		X
	Rolando Perez		A
	Monica Schinaider	(A)	X
School of Social Work	Terry Mizrahi	(A)	A
	vacant		
	Samuel Aymer		X
	vacant	(A)	
Sociology	Mark Halling	(A)	A
	Mike Benediktsson		A
	vacant	(A)	
Special Education	Elissa Brown	(A)	X
	Elizabeth Klein		X
	Nilofer Naqvi	(A)	A
SLPA	Susan Wortsman	(A)	A
	Donald Vogel		X
	Elizabeth Galletta	(A)	A
Theatre	Dong Shin Chang	(A)	A
	Mia Rovegno	0	X
	vacant	(A)	
Urban Affairs	Jill Simone Gross	(A)	A
	vacant		
	vacant	(A)	
School of Urban Public Health	Franklin Mirer		X
	vacant		
	vacant	(A)	
	vacant		
Women & Gender Studies	Jennifer Gaboury		X
	Rupal Oza	(A)	A
	Catherine Raissiguier	(A)	A

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Students		**At-Large, Lecturers and Part-Time Faculty**		
Denise Bolognino	A	Student Services	Shannon Salinas	A
Maria Pia Sifuentes	A		Brian Maasjo	A
Robert Revzin	X	Mathematics & Statistics	Bill Williams (A)	A
David Ascienzo	X	Sociology	Thomas DeGloma	A
Stephanie Barragan	X	Library	Jocelyn Berger-Barrera	X
Abdul Rad	A	English	Jeff Allred	A
Albiona Aga	X	THHP	Sarah Jeninsky	A
Kidus Gebrekidan	X	Mathematics & Statistics	Barbara Barone	A
Christine Hirt	A	Classical & Oriental Studies	Elizabeth Beaujour	A
Jonathan Ayala	X	Music	Brad Stoller	X
Sarai Moore	X	Urban Affairs & Planning	Elaine Walsh	A
Emily Skoutelas	X	Philosophy	Christa Acampora	A
Jasmine Parham	X	History	Bernadette McCauley	A
Michelle Zak-Strzalka	X	SEEK	Sunday Coward	X
Jason Sloan	A			
Sajda Waite	X			
James Stanton	X	**Ex-Officio**		
Eamon Pickard	A	President, USG	Steven Wendel	X
Victoria Hughes	A	Vice President, Graduate Student Association	Luis Gutierrez	X
Shawn Rafeey	X	President Alumni Association	Patricia Rudden	A
Stephen Icaza	X	President, HEO Forum	Dana Reimer	A
Jonah Garnick	X	President, CLT Council	Amy Jeu	X
Benedict Joson	X			
Nishat Tabassum	X			
Asad Mannan	X	**ADMINISTRATION**		
Brandon Alexander	A	Senators:		
Pascal Maguin	X	HEO/CLA Representative	Marlyin Daley-Weston	A
Christopher Lai	X	Vice President for Student Affairs	Eija Ayravainen	A
Abraham Gutman	X	Vice President for Administration	Giancarlo Bonagura	A
Tamzeed Rahman	A	Provost	Vita Rabinowitz	A
Javier Picayo	X	Dean, School of Arts & Sciences	Andrew Polsky	A
Ashley Wong	X	Alternate Senators (3):		
Maria Rodriguez	X	School of Education	Dean David Steiner	A
Joseph Lipari	X	School of Social Work	Dean Jacqueline Mondros	A
Maureen Murray	X	School of Nursing	Dean Gail McCain	A
Sheana Budhoo	X			
Anastasiya Matreyenho	X	**TEMPORARY REALLOCATION OF SEATS (clickers)**		
Stephany Garces	A	Department/Program:		
Christian Ribeiro	X	Asian American Studies Program		
Genesis Smith	X	Religion	David Cerequas	A
David Zysk	X	Religion	Barbara Sproul	A
Omar Mason	A			
Jonathan Wong	A			
Krishel Tracy Lasam	A			

APPENDIX II

THE CITY UNIVERSITY OF NEW YORK
2015-2016 ACADEMIC CALENDARS

FALL 2015

August 2015:
Th 27 ....First Day of Classes - Fall 2015

September 2015:
M 7 ....LABOR DAY - COLLEGE IS CLOSED
Th 10 ....Classes follow a Monday Schedule
Su 13 - T 15................................No classes scheduled
T 22- W 23 ....No classes scheduled
F 25 ....Classes follow a Tuesday Schedule

October 2015:
M 12 ....COLUMBUS DAY - COLLEGE IS CLOSED

November 2015:
Th 26-Su 29 ................................THANKSGIVING RECESS - COLLEGE IS CLOSED

December 2015:
Tu 15- W 16 ....Reading Day
Tu 15 - W 23 ....Final Examinations for Fall Semester 2015
W 23 ....End of Fall 2015 Term
Th 24 - F 25................................COLLEGE IS CLOSED
Th 31 ....COLLEGE IS CLOSED

SPRING 2016

January 2016:
F 1..COLLEGE IS CLOSED
M 18 ....MARTIN LUTHER KING JR. DAY - COLLEGE IS CLOSED
F 29...First Day of Classes - Spring 2016

February 2016:
T 9 ....Classes follow a Friday Schedule
F 12 ....LINCOLN'S BIRTHDAY - COLLEGE IS CLOSED
M 15 ....PRESIDENTS' DAY - COLLEGE IS CLOSED
W 18 ....Classes Follow a Monday Schedule

March 2016:
W 23 ....Classes follow a Friday Schedule
F 26- Su 27 ....No classes scheduled

April 2016:
F 22 - Sa 30 ....SPRING RECESS – No classes scheduled

May 2016:
Th 19- F 20................................Reading Day
M 23 - F 27................................Final Examinations for Spring Semester 2016
S 28...End of Spring 2015 Term
M 30 ....MEMORIAL DAY - COLLEGE IS CLOSED

APPENDIX III
Candidates for Chair of the Senate Remarks

Sandra Clarkson Candidacy Statement:

"I have been a member of the Senate for 39 of my 41 years at Hunter College. It is very important to me.

I am running for Chair of the Senate. Next year, with a new Provost, will be a year of many significant transitions. I am well-prepared to enter the position with a deep understanding of what the position of Chair demands. I know the Senate's partners in Registrar, Advising, ICIT, Admissions, and those in the higher administration.

I know the committee chairs and understand the main business before the committees next year. This year, I have been the chair of Graduate Course of Study, which has been an increasingly demanding position. I thoroughly understand the curricular procedures, including those beyond Hunter. I currently sit on two CUNY committees.

Knowledge of these areas among the current Senate leadership has led to our tremendous success in accomplishing what we want and need to do. I am entering this race now because I am prepared to handle the challenge of the transitions, I care about the Senate and deeply love Hunter College and want to see us all thrive through this.

At this moment I am uniquely qualified to get the job done. At the same time, I want to make it clear that I recognize that the future of the Senate depends on cultivating good leaders among the younger faculty and the students. One of my goals for next year will be to focus squarely on that issue through involvement with the Administrative Committee and engagement in key leadership opportunities on committees. I will be building a base for the Senate to have even more and better choices in the future.

I ask for your vote and hope you will support me in this endeavor."

John Wallach Candidacy Statement:

"Good afternoon. I'd like to say a few words on behalf of my candidacy for Chair of the Hunter College Senate. First, I have produced a broadsheet listing my governance experience at Hunter College since 1991, relevant educational background, teaching & areas of research, and recognition by external funders of my intellectual projects. If you don't have a copy, I urge you to pick one up.

I stand here today because I am eager to take on the responsibilities of Chair of the Senate. But I did not expect to be here three months ago. Then, I awaited with hope and anticipation that my application for a sabbatical next year would be funded. Fortunately, it has been. In the meantime, however, I was invited by members of the Administrative Committee of the Hunter College Senate on March 4, and encouraged by the Senate Chair shortly thereafter, to become a candidate for the Chair of the Hunter College Senate

On March 10, I informed Chair Acampora who informed the Administrative Committee that I would be willing to stand for Chair.

Why am I willing? You might ask. Believe me, I have asked myself that question and others have expressed concern on my behalf if I am elected. In fact, however, I have harbored an interest to become Chair of the Senate for years. But I was waiting to finish a book project I've been at work on for a decade, for which I now have a sabbatical. But this opportunity arose. The Senate seemed to need me, and I could postpone my sabbatical for one year. In a year's time, a suitable candidate for the Senate would have emerged, and I could then take my sabbatical – if Dean Polsky agrees! You should know that I was the only tenured faculty member who had declared willingness to run for Chair of the Senate until yesterday – even as the Administrative Committee has looked for six months.

As for what you might expect from me if I am elected Chair, I have two brief comments. First, I have no practical agenda, other than shepherding the amendments presented to the Senate by the Committee on Charter Review that have not yet been taken up by the Senate. I would like to be able to work in the tradition of Chair Acampora, and I look forward to working collegially with President Raab, the Acting Provost, and Dean Polsky. Second, insofar as I am inspired to be the Senate Chair, I have only distinctive purpose.   It is not practical per se but atmospheric. Yet, lest we forget, the atmosphere we breathe enables us to live. I have become aware, though I have not directly experienced it myself – that Hunter is permeated by a climate of fear and suspicion among and between faculty, administrators, and staff. No one person is responsible for this state of affairs. I would like to use my time as Chair to dissolve that climate, which is so harmful to the sensible conduct, well-being, and productivity of everyone. A more eloquent way of putting this point was made by President Franklin Delano Roosevelt, in his First Inaugural Address. Obviously, Hunter is an academic and educational community more than a political community. Nonetheless, the words he spoke may pertain to our situation. "The only thing we have to fear, is fear itself."

I stand here before you today as a long-time Hunter professor whom many of you know, whom you can trust, feel safe and secure about, and who will do his best, in his capacity as Chair of the Senate, to deal honestly and directly with all the constituent elements of Hunter College so that its climate of fear will dissolve, freeing all of us to do our utmost to achieve the enormous potential of this great institution.   I believe that we, as human beings, have opportunities to do good in the world. I hope and believe that I will be able to do my part in this venture as Chair of the Hunter College Senate."

APPENDIX IV

Article	Proposed Amendment	Actions
College Organization		
IV.1.B.i	The word "department" shall mean any unit of the college which <u>that</u> elects members to its Personnel & Budget Committee, and shall include as well the School of Nursing, School of Health Sciences <u>Professions</u>, <u>School of Urban Public Health</u>, School of Social Work and the Library. In addition, for the purposes of Article IV, Student Services shall be included as a department.	Approved as amended for Third Reading at the Senate May 6, 2015
IV.1.B.ii	The word "division" shall mean any unit of the college which <u>that</u> has a P & B Committee consisting of representatives of more than one department but fewer than all the departments. They include Humanities and the Arts, Sciences and Mathematics, and Social Sciences (which form the School of Arts and Sciences), School of Education, School of <u>.</u> <u>Together, the Schools of Nursing, Health Sciences Professions, and Urban Public Health comprise a division</u>.	Approved as amended for Third Reading at the Senate May 6, 2015
IV.2.C	[...] other than students in the SEEK Department <u>Program</u>	Sustained without further amendment in the Second Reading on May 6, 2015.
VIII.3.D	There shall also be Committees on Curriculum in the School of Arts and Sciences, the Division of the School of Health Professions [...]	Approved as amended for Third Reading at the Senate May 6, 2015
Officers of the Senate		
V.1	At each of its first annual meetings following the new elections, the Senate shall elect from among its voting members a Chair, a Vice-Chair, a Secretary, and such other officers as it deems necessary. Their term of office shall be one year, and the Chair and Vice-Chair shall not serve in their respective offices for more than three <u>four</u> consecutive terms.	Proposed amendments by the Charter Review Committee at the Second Reading on May 13, 2015 failed. Body affirmed the text of the First Reading without further amendment.

Article	Proposed Amendment	Actions
Senate Terms		
VI.1	The regular term of office for representatives shall be 2 years, extending from <u>mid</u> May 15 of the first year to May 14 <u>just prior to the</u> <u>first meeting of the new Senate the following</u> year<u>, in keeping with the</u> <u>calendar approved by the Senate.</u> From the members, elected in the initial election, however, one-half shall be selected by lot in each category to serve a single year only. Hence, in the future, one-half of the Senate seats will be filled by the annual elections. Unexpired terms shall be filled at the next scheduled elections.	Approved as amended for Third Reading at the Senate May 13, 2015
XIII.2.d	A Third Reading will be the first order of business after the election of Senate Officers at the first meeting of the <u>new</u> Senate after the 14th of May (Article VI. Section 1). Approval by written ballot by 3/4 of all those present shall constitute adoption, which shall be certified by the Chairperson to the President.	Approved as amended for Third Reading at the Senate May 13, 2015

30 September 2015

TO: Members of the Hunter College Senate
FM: Senate Office

RE: **Approved Curriculum Changes- Part I**

Substantive items listed below were previously mailed to Senators and Department Chairs. Thus, an opportunity for challenge and/or correction was provided. In accordance with Senate resolution the proposals for substantive changes are not attached, but are available in the Senate Office for inspection.

GRADUATE SUBSTANTIVE CHANGES

SPECIAL EDUCATION

GS-1059   -New Courses: SPEDE 778.10, 778.20, 779.10, and 779.20

GS-1060   -Change in Course: SPEDE 776

SCHOOL OF NURSING

GS-1061   -Change in Courses: NURS 717, 750, and 751

(Approved by Graduate Course of Study & Academic Requirements Committee on 9/8/15.)

UNDERGRADUATE ROUTINE CHANGES

1. Header: **Department/Program of Nursing**
Routine Change in NURS 200 Introduction to Nursing

2. Table

FROM (~~strikethrough~~ the changes)		TO (<u>underline</u> changes)	
Name	Introduction to Nursing	**Name**	Introduction to Nursing
Course & Prefix	NURS200	**Course & Prefix**	NURS200
Pre and/or Co Requisites	Prerequisites: Chem 101, Stats 113	**Pre and/or Co Requisites**	Prerequisites: Chem 101, Stats 113
Hours (per week)	2	**Hours (per week)**	2
Credits	2 cr	**Credits**	2 cr.
Description	Introduction to essential theories, concepts, and values of the nursing profession. Emphasis on understanding the practice and principles of nursing. The principles of service-learning are introduced.	**Description**	Introduction to essential theories, concepts, and values of the nursing profession. Emphasis on understanding the practice and principles of nursing. The principles of service-learning are introduced. <u>RN to BS only. Fully online/hybrid</u>
		Effective Term	Fall 2016
Rationale: <u>This course currently offered as a face to face class in the Generic program will be offered as a required course in a fully online/hybrid format to the RN to BS students.</u>			

1. Header: **Department/Program of Nursing**
Routine Change in Foundations in Genetics for Nurses

2. Table

FROM (~~strikethrough~~ the changes)		TO (<u>underline</u> changes)	
Name	Foundations of Genetics for Nurses	**Name**	Foundations of Genetics for Nurses
Course & Prefix	NURS 240	**Course & Prefix**	NURS 240
Pre and/or Co Requisites	Prereq: Chem 100/101	**Pre and/or Co Requisites**	Prereq: Chem 100/101
Hours (per week)	2	**Hours (per week)**	2
Credits	2 cr	**Credits**	2 cr

Description	This course explores the implications of genetics on nursing practice. The basic principles of gene action and inheritance models are reviewed. Innovations in genetics and genomics research are examined and consideration is given to potential future clinical applications. This course will highlight the integration of genetic information into nursing practice including ethical, legal, and social issues.	Description	This course explores the implications of genetics on nursing practice. The basic principles of gene action and inheritance models are reviewed. Innovations in genetics and genomics research are examined and consideration is given to potential future clinical applications. This course will highlight the integration of genetic information into nursing practice including ethical, legal, and social issues. For RN to BS students only.
		Effective Term	Fall 2016
Rationale: This course currently offered as a face to face class in the Generic program will be offered as a required course in a fully online/hybrid format to the RN to BS students.			

1. Header: **Department/Program of Nursing**
              Routine Change in NURS379: Nursing and Societal Forces

2. Table

FROM (~~strikethrough~~ the changes)		TO (<u>underline</u> changes)	
Name	Nursing and Societal Forces	**Name**	Nursing and Societal Forces
Course & Prefix	NURS379	**Course & Prefix**	NURS379
Pre and/or Co Requisites	Chem 101 and Stats 113	**Pre and/or Co Requisites**	Chem 101 and Stats 113
Hours (per week)	3	**Hours (per week)**	3
Credits	3 cr	**Credits**	3 cr
Description	This course will explore health care issues and concerns through the integration of knowledge from Nursing, Social, and Political Sciences. The legal, political, and ethical parameters of nursing will be examined within the framework of Holism Wellness/Illness. Strategies for the resolution of societal issues and concerns, which impact on Nursing and the health care delivery system will be analyzed.	**Description**	This course will explore health care issues and concerns through the integration of knowledge from Nursing, Social, and Political Sciences. The legal, political, and ethical parameters of nursing will be examined within the framework of Holism Wellness/Illness. Strategies for the resolution of societal issues and concerns, which impact on Nursing and the health care delivery system will be analyzed <u>RN to BS only. Fully online/hybrid</u>

		Effective Term	Fall 2016

Rationale: The course will be delivered in a hybrid/fully online format

1. Header: **Department/Program of Nursing**
   Routine Change in Advancement of Roles and Relationships in Professional Nursing

2. Table

FROM (strikethrough the changes)		TO (underline changes)	
Name	Advancement of Roles and Relationships in Professional Nursing	**Name**	Advancement of Roles and Relationships in Professional Nursing
Course & Prefix	NURS482	**Course & Prefix**	NURS482
Pre and/or Co Requisites	Pre: NURS379 CoReqs: NURS 380, 381, 384, 480	**Pre and/or Co Requisites**	
Hours (per week)	3	**Hours (per week)**	3
Credits	3 cr	**Credits**	3 cr
Description	Explores the roles and relationships in nursing with a focus on leadership as the key to the professionalization of nursing.	**Description**	Explores the roles and relationships in nursing with a focus on leadership as the key to the professionalization of nursing. RN to BS only. Fully online/hybrid
		Effective Term	Fall 2016

Rationale: The course will be taught in a hybrid/fully online format.

Department of Film and Media Studies

Change in class title and description

FROM (~~strikethrough~~ the changes)		TO (<u>underline</u> changes)	
~~Name~~	~~International~~ Communication	**Name**	<u>Global</u> Communication
Course & Prefix	MEDIA 39600	**Course & Prefix**	MEDIA 39600
Pre and/or Co Requisites	Prerequisite: MEDIA 18000	**Pre and/or Co Requisites**	Prerequisite: MEDIA 18000
Hours (per week)	3	**Hours** (per week)	3
Credits	3	**Credits**	3
Description	~~Examination and analysis of policy issues raised by structures, flows, and contents of international communications. Areas covered include print and TV news flows, transnational culture industries, telecommunications and the Internet.~~	**Description**	<u>Structures, policies and impact of global communications. Areas covered include global news, film, TV and music industries; telecommunications and the Internet.</u>
Liberal Arts	[x] Yes [ ] No	**Liberal Arts**	[x] Yes [ ] No
Grading Scale C/NC?	A-F	**Grading Scale C/NC?**	A-F
Core Requirement	__x__ Not Applicable ____ Common Core ____ English Composition ____ Scientific World ____ Math and Quantitative Reasoning ____ Creative Expression ____ Life and Physical Science ____ U.S. Experience in its Diversity ____ World Cultures and Global Issues ____ Individual and Society		__x__ Not Applicable ____ Common Core ____ English Composition ____ Scientific World ____ Math and Quantitative Reasoning ____ Creative Expression ____ Life and Physical Science ____ U.S. Experience in its Diversity ____ World Cultures and Global Issues ____ Individual and Society
		Effective Term	Spring 2016

3. Rationale for change:

This course has been taught for many years going back to the late 1970's. International Communications is now a somewhat outdated term. It suggests an interest in only communications between individual countries whereas in fact it is more of a global phenomenon with communication flows going to global communities in many countries simultaneously.

4. Consultation Statement:
Is the proposed change likely to affect another Departments or Programs?
[X] NO   [ ] YES – If yes, list department/program:
Has the Department/Program been consulted?   [ ] NO   [ ] YES

Search Committee for
Dean of the School of Education

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 Education.   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 Education:
Faculty and students from departments in the School of Education 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 Education:
Members of all units of the College, OTHER THAN the School of Education, 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 2:00 P.M. ON FRIDAY, October 16TH. Panels will be elected at the Wednesday, October 28th Senate meeting.   Please email senate@hunter.cuny.edu.

Procedures for Searches for Divisional (or equivalent) Dean:
Each department in the School of Education 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.

COLLEGE-WIDE SEARCH PROCEDURES
(Updated May 2007)

1. Searches for Administrative Positions

Article VIII, Section 13, of the *Charter for a Governance of Hunter College* states:

"Administrative Search Committees shall be constituted for all administrators (full deans and above) who, because of the nature of their policy making, have a significant impact on academic affairs and on the rights and welfare of the students and the faculty. The proceedings of search committees shall be confidential.

Different search procedures may be appropriate for administrators who have college-wide impact and those who affect primarily only their divisions (as defined in Article IV.1.B.2). In any procedure adopted, the Senate shall be responsible for nominating the panel of search committee candidates and search committee Chairs from whom the College President or the CUNY Board of Trustees, as appropriate, will select the search committee and the search committee Chair. This section shall be read consistent with applicable CUNY Board of Trustees policy on presidential search committees.

The search committee shall have responsibility of nominating candidates for administrative positions to the College President who shall have the final authority to make recommendations to the CUNY Board of Trustees."

The following list is not intended to be a final complete list of all positions for which searches are to be conducted. They are the titles of the positions that currently satisfy the criteria in the first paragraph. As new administrative positions or titles are created, they will be examined to see whether or not they satisfy the criteria.

A. Divisional Searches shall be conducted for the following officers or their equivalents:
1. Dean of the School of Education
2. Dean of the Schools of Health Professions (School of Health Sciences and School of Nursing)
3. Dean of the School of Social Work
4. Dean of the School of Arts & Sciences (Humanities & Arts, Sciences & Mathematics, and Social Sciences)

B. College-wide Searches shall be conducted for the following officers or their equivalents:
1. Vice President for Academic Affairs and Provost
2. Vice President for Finance and Administration
3. Vice President for Student Affairs and Dean of Students
4. Vice President for Development
5. Chief Librarian
6. Assistant Vice President for ICIT (Instructional Computing and Information Technology)
7. Dean of Research

2. Search Committees for Divisional (or equivalent) Deans:

A. Nomination and Election of Candidates for Membership

Each department (or other appropriate subdivision) in the Division or equivalent 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 from this division 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 departmental or programmatic 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 on their concerns and recommendations.

B. Nomination and Election of Candidates for Chairperson

Any member of the Hunter community may submit nominations for chairperson. 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.

3. Search Committees for College-wide Administrators:

A. Nomination and Election of Candidates for Membership:

Each department (or equivalent) may nominate one full-time faculty member by election among its full-time faculty members and one student by election among its student majors (or equivalent) for service on the search committee. Faculty (including part-time faculty) and students may be nominated at-large by petition of 25 members of their constituency.

The Hunter College Senate shall elect a panel of 8 faculty members and 6 students from the pool of nominees in such a manner as to achieve the widest possible distribution among the divisions. From this panel, the President shall choose a search committee consisting of 4 faculty members and 3 students.

In the case of a search for **Vice President for Student Affairs and Dean of Students** the Hunter College Senate shall elect a panel of 6 students and 8 faculty members from the pool of nominees in such a manner as to achieve the widest possible distribution among the divisions, and 6 members of the staff from areas reporting to the Vice President for Student Affairs and Dean of Students. Nominations of members of the staff shall be made by petition submitted to the Senate Office of at least 25 signatures by members of the staff from areas reporting to the Vice President for Student Affairs and Dean of Students. From this panel the President shall choose a search committee consisting of 4 faculty members, 3 students, and 3 members of the staff.

In the case of a search for **Chief Librarian,** the Hunter College Senate shall elect a panel of 10 faculty members and 6 students in such a manner as to achieve the widest possible distribution among the divisions; the panel shall include four members of the Library staff, and at least two faculty members primarily based at the 68th Street Campus, and at least two faculty members not primarily based at the 68th Street Campus (e.g. School of Social Work, Brookdale or Vorhees Campus). From this panel the President shall choose 3 students and 5 faculty members to serve on the Search Committee, subject to the following conditions: (a) two faculty shall be from the Library, (b) at least one of the five faculty shall be from a campus other than the 68th Street Campus.

In the case of a search for **Vice President for Finance and Administration**, the Hunter College Senate shall elect a panel of 6 students and 6 faculty in such a manner as to achieve the widest possible distribution among the divisions, and 6 members of the staff from areas reporting to the Vice President for Administration (e.g., Finance & Business Affairs, Human Resources, Campus Safety & Security, Administrative Services--Brookdale, Facilities Management & Planning, Environmental Health & Safety, Capital Projects, Employee Assistance Program, Admissions, Registrar, Management Information Services, Microcomputer Resource Center, Data Communications & Network Services, Office Services, Telecommunications). Nominations of members of the staff shall be made by petition to the Senate Office of at least 25 signatures by members of the staff in these areas. The panel shall include at least two faculty/staff members primarily based at the 68th Street Campus, and at least two faculty/staff members not primarily based at the 68th Street Campus (e.g. School of Social Work, Brookdale and Vorhees Campus). From this panel the President shall choose 3 students, 3 faculty members, and 3 members of the staff from the areas reporting to the Vice President for Administration to serve on the search committee -- at least one of the 6 members of the faculty and staff shall be from a campus other than the 68th Street campus.

In the case of a search for **Vice President for Development** the Hunter College Senate shall elect a panel of 6 students and 8 faculty members from the pool of nominees in such a manner as to achieve the widest possible distribution among the divisions, 6 members of the staff from areas affected by the Vice President for Development, and 4 representatives from the donor organizations (e.g., Alumni Association, H.C. Foundation, Scholarship & Welfare Fund). Nominations of members of the staff and representatives from donor organizations shall be made by petition to the Senate of at least 25 signatures. From this panel the President shall choose a search committee consisting of 4 faculty members, 3 students, 3 members of the staff, and 2 representatives from the donor organizations.

In the case of a search for **Dean of Research**, the Hunter College Senate shall elect a panel of 6 students and 8 faculty members from the pool of nominees in such a manner as to achieve the widest possible distribution among the divisions, and 2 members of the staff whose duties relate directly to research. Nominations of members of the staff shall be made by petition to the Senate of at least 25 signatures. From this panel, the President shall choose a search committee consisting of 4 faculty members, 3 students, and 1 member of the staff whose duties relate directly to research.

In the case of a search for **Assistant Vice President for ICIT,** the Hunter College Senate shall elect a panel of 12 faculty (including at least two faculty members from the Library) and 6 students in such a manner as to achieve the widest possible distribution among the divisions, and 6 members of the staff from the Admissions and Registrar's Office and from areas reporting to the Provost and the Vice President for Finance and Administration. Nominations of members of the staff shall be made by petition to the Senate of at least 25 signatures. From this panel, the President shall choose a search committee consisting of 6 faculty members (including at least one faculty member from the Library), 3 students, and 3 members of the staff (from the Admissions and Registrar's Office and from areas reporting to the Provost and the Vice President for Finance and Administration).

B. Nomination and Election of Candidates for Chairperson:
Any member of the Hunter community may submit nominations for Chairperson. The Senate shall elect a panel of 3 from among the Hunter community at-large 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.

4. Search Committee Responsibilities:

The Search Committee shall be responsible for soliciting the best candidates for the particular job. It shall follow up on all recommendations made to the Committee, and it shall carefully review and consider all applications submitted to the committee, including those of an outside consultant, if the College President in consultation with the Senate Administrative Committee decides to employ such a consultant to widen the pool of applicants.

As a result of its search procedure, the search committee shall submit to the President a list containing the names of at least 3 qualified candidates. The President shall either appoint someone from this list or request that the committee re-opens its search to produce a new list.