

MINUTES

Meeting of the Hunter College Senate

29 September 2021

The 656th meeting of the Hunter College Senate convened at 3:36 PM via Zoom.

Presiding: Laura S. Keating, Chair

Attendance: The elected members of the Senate with the exception of those marked absent in Appendix I.

Alternate Senators were formally seated consistent with the procedures approved by the Senate for in-person meetings, and they were enabled to vote using iClicker.

Agenda: The revised agenda was adopted with the provision that the Joint Undergraduate Course of Study and Graduate Course of Study & Academic Requirements Committees' report be moved to the October 13 Senate meeting. The agenda was adopted as revised.

Minutes: The minutes of 4 November, 18 November and 2 December were distributed by email and will be voted on at the next meeting. The draft minutes of 19 May 2021 was distributed by email for informational purposes.

Report by the President: President Raab's report is in the Appendix II.

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:

Students: Aurora Hom (Political Science)
Amber Javonero (Biology)

It was moved that the Secretary be instructed to cast a single ballot in favor of the nominees. The motion carried by unanimous consent.

b) Report by Vice Chair on Student Caucus

Chair Keating called on Vice-Chair Hunter Moran to present a report. Mr. Moran said the following:

"Hello, everyone. My name is Hunter Moran. I am the Vice Chair of the Senate. Today, I will be reporting some important information to the students, to the Student Caucus and Committee on Student Life. So, the charge of the Committee on Student Life is to investigate academic student concerns raised at Student Caucus meetings and make recommendations to committees on issues related to student life. The membership of this Committee is 7 undergraduate or graduate student and the Chair in addition to a member from Undergraduate Student Government (USG), Graduate Student Association (GSA), and myself the Vice Chair of the Senate. At the next Caucus meeting, we will vote for the eight available members, and one will be voted as chair in the first Committee on Student Life meeting. In order to join, please come to the next Student Caucus meeting on October 20th where there will be more details to follow and where the election of the Committee on Student Life will take place. This meeting is also a great time to bring questions or concerns that you and some of your peers may have. At the time when a lot of

changes going on at Hunter College, I really hope you all consider being part of the Committee on Student Life and join us on October 20th. Feel free to invite friends that are also interested in making change. More information will be sent in future emails. Don't be afraid to reach out to me if you have any questions."

c) Election of Committee Chairs

The floor was open for nominations for Chair of the Budget Committee.

Professor Randall Filer (Economics) was nominated.

It was moved that the Secretary be instructed to cast a single ballot in favor of the nominee. The motion carried by unanimous consent and Professor Filer was re-elected.

The floor was open for nominations for Chair of Master Plan Committee.

Professor Nancy Eng was nominated.

It was moved that the Secretary be instructed to cast a single ballot in favor of the nominee. The motion carried by unanimous consent and Professor Eng was elected.

The floor was open for nominations for Chair of Nominating Committee.

Professor Lisa Marie Anderson (German) was nominated.

It was moved that the Secretary be instructed to cast a single ballot in favor of the nominee. The motion carried by unanimous consent and Professor Anderson was re-elected.

The floor was open for nominations for Chair of Charter Review Committee.

Professor Elke Nicolai (German) was nominated.

It was moved that the Secretary be instructed to cast a single ballot in favor of the nominee. The motion carried by unanimous consent and Professor Nicolai was re-elected.

The floor was open for nominations for Chair of General Education Requirements Committee.

Professor Lawrence Kowerski (Classical & Oriental Studies) was nominated.

It was moved that the Secretary be instructed to cast a single ballot in favor of the nominee. The motion carried by unanimous consent and Professor Kowerski was re-elected.

d) Proposed change to College-Wide Search Procedures

Chair Keating presented revisions to the College-Wide Search Procedures (full document is in Appendix III).

There was an objection to approving the revised document by unanimous consent.

After discussion and debate, the iClicker voting to adopt the document produced the following results: 53 in favor, four against and 13 abstentions.
The motion carried.

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Committee

Report: Nominating Committee

Chair Keating called on Professor Lisa Marie Anderson, Chair of the Nominating Committee, to present a report.

The Nominating Committee is submitting the following nominations for seats currently vacant on Senate Committees:

1. COMMITTEE ON THE BUDGET

Faculty Alternate: Jennifer Gaboury (WGS)

2. COMMITTEE ON ACADEMIC ASSESSMENT AND EVALUATION

Faculty form Nursing, Health Professions,

Urban Public Health: Aliza Ben-Zacharia (Nursing)

HEO Alternate: Talia Lemberger (School of Education)

3. COMMITTEE ON GENERAL EDUCATION

Faculty Alternate: Sarah Bonner (Educational Foundations)

It was moved that the Secretary be instructed to cast a single ballot in favor of the nominees. The motion carried by unanimous consent.

Ombuds

Report: Report by the Ombuds Office

Chair Keating called on Professor Roseanne Flores, College Ombuds Officer, to present the yearly report. The report is in Appendix IV.

Committee on the Budget

Chair Keating called on Professor Randall Filer, Chair of the Committee on the Budget, to present a report. Professor Filer said the following:

“First of all, just to review the situation. After budget allocations come out for the fiscal year which started on July 1st, the college is required to submit a three-year plan to CUNY projecting budgets forward. Once CUNY has made some comments on that plan, it is supposed to be shared with the Budget Committee. It has not yet been shared by agreement between Jennifer and Livia and me because they were still waiting for some feedback on certain things. The deadline for sharing is mid-October, so we will have the Budget Committee soon. Then, sometime following that, so probably in a month or so from now, like last year, we will call an all campus question and answer session to give you more detail on what I am reporting today.

“I do not know whether to give you the good news or the bad news first. This year and next year, so the 21-22 which is fiscal 22 and 22-23, we are going to run a budget that is a little over 15% increased from the last fiscal year 2021. That will fall in the projection to something that is a little over 5% increase from 2021 in the last year of the plan fiscal 23/24. The reason for that is our revenue at the moment, and I will talk about this in a minute, has approximately 10% of this year’s budget and next year’s budget from appropriated stimulus funds - a little more than \$20 million this year, a little less than \$20 million next fiscal year. Cumulatively over the three-year plan, we will run about a \$7 million deficit. We started this year with about \$7 million in carried over funds, and the projected budget including those stimulus funds at the moment spends that \$7 million and leaves us with zero cash in the bank on July 1st, 2024. Now, this is all smoke and mirrors and guessing on a million things, but that is what we have to look at.

“I gave you the bad news earlier. The good news in terms of staffing is that the budget projects no increase in faculty, administrative or operation staff after September 1st, 2021 where we are now. It does project

for 2021 a 10% increase in adjunct allocations before the contract increase. So, that means the adjunct constraints from last year will be relaxed. That increase in numbers before the contract wage increase carries forward for the next two years but does not add more new staffing. So, we are where we are going to be staffing unless the budget changes. Now, all of the faculty increases have already been approved and started September 1st, so any new faculty hiring will be because of replacements. It is projected that all positions that turn vacant because retirement and placement throughout the college will be filled obviously not necessarily in the department where they left because all lines revert to the Provost for allocation depending on current needs. We all know that issue. We also have, in addition to the \$40 million of stimulus funds for the Tax Levy budget which is all I have been talking about, \$14 million dollars in Non-Tax Levy funds. Those will be spent almost entirely on replacing lost revenue - dorm rental revenue and rental revenue. I am not worried about those - the churches and theaters that rent our spaces. I am not worried about that money going away because hopefully our dorms will be back up to capacity and not single occupancy and our rentals would be back to normal in three years. If not, we have got bigger problems. The tax levy \$40 million dollars is not as bad as it looks. About 10% of that is reopening costs: air conditioning upgrades and things like that that we are not going to need to do again. About 35% is student retention and student support money. That is a lot to be used for things that were pandemic related: tuition problems, unemployment problems, housing problems for students which are carrying forward. That is not a recurring expense. Another 35% was allocated, and I think this was smart budgeting because you do not make permanent commitments with temporary money. So much of the budget increase in the next two years that will revert away is allocated for infrastructure improvements, particularly IT improvements which we have been deferring for quite some time.

“Let me talk a little bit about uncertainties. Obviously, there is a new governor. She may be more disposed to like CUNY than the past governor. I think we might all agree that he was not a particular fan of the universities. So, that may well happen. I have asked about different numbers. I will try and get them before we do our next report on what is happening with Research Foundation funding because I know from other service, I am on NSF panels, that there is a substantial increase in requests for no cost extensions. So, we may have some Research Foundation fall offs because grants are being extended out because they were not completed during the pandemic. I do not think that is big. There are a few big uncertainties here. The big issue that is an uncertainty is enrollment. As the President said our enrollment is one of the few places in CUNY where enrollment is held up. We hope that will stay steady. If it does, good. The other is the pending legislation in Washington. We have all seen the debates without making a judgment of whether the \$3.5 trillion that is being asked for is good or bad or if it will or not be approved. Will it affect our situation? We do not know. CUNY does not know. CUNY is essentially trying to figure this out. Unlike past stimulus money, there is no direct allocation to colleges in that bill as it stands now. There is some support for traditional black universities but we are a minority but not a traditional black university. There is a big increase in Pell Grants. Pell Grants are good for our students. But if the State does not offset that with a tuition increase, it just means that who is paying your tuition changes from the student to the Pell Grant or from TAP money to the Pell Grant. The one thing we do not know is if this bill includes free college tuition for community colleges only. It could have a major impact on Hunter that nobody knows yet but it is worth thinking about as a community. So, I throw it out on the table now. I am hoping that Livia can find out from CUNY Central for us how many of our community college system students are actually paying anything out of pocket for community college. If the relative price of senior college goes up relative to the community college because Hunter is articulated with the community colleges, a rational student will say “I will do my first years at a community college”, it might affect our enrollment and our class composition because upper level classes tend to be smaller which requires a higher faculty commitment to serve the same number of students. I do not know. It is a big uncertainty. It will not happen in the next year or two. Basically, we have the money to operate for the next two years. Things will be a little tight. One more source of uncertainty is that CUNY has not projected in the budget any allowance for inflation. That is not an issue with a budget that is contract determined because the contract is fixed for the next two years. Those increases will be what they will be, even if they are less than inflation. But it is a major issue for energy costs which we do not pay but which come out of CUNY Central core funds which reduces what is available for college appropriation. It is a major cause for contract labor maintenance. It is a major cost for OTPS. If inflation continues, as I believe it will at the current 5 or 6% a year, the non-labor parts of our budget as projected now will be effectively reduced by 10% by the end year of the budget. That is something we ought to be thinking about now.”

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239 The meeting was adjourned at 5:08 PM.
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241 Respectfully submitted,
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243 Sarah Jeninsky
244 Secretary
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APPENDIX I

The following attendance was noted from the meeting

(A) =Alternate, A=Attended, X=Absent, E=Excused

Faculty					
AFPR	Anthony Browne	A	Mathematics & Statistics	Sandra Clarkson	A
	Milagros Denis-Rosario	(A) A			0
	Lázaro Lima	(A) A		Robert Thompson	(A) A
Anthropology	Jackie Brown	A		Barry Cherkas	(A) X
	Leo Coleman	(A) A	Medical Laboratory Sciences	Abigail Morales	A
	Milena Shattuck	(A) A		Chad Euler	(A) X
Art & Art History	Harper Montgomery	A		Muktar Mahajan	(A) X
	Reiner Leist	A	Music	Jewel Thompson	A
	Emily Braun	(A) X		Michele Cabrini	(A) X
	A. K. Burns	(A) X			(A)
Biological Sciences	Ben Ortiz	A	School of Nursing	Carolyn Sun	X
	Shirley Raps	A		William Samuels	X
	Paul Feinstein	(A) X		Ellen McCabe	A
	Carmen Melendez	(A) X		Ah-Yun (Emily) Yeh	(A) X
Chemistry	Gabriela Smeureanu	A	Philosophy	Laura Keating	A
	Nancy Greenbaum	(A) A		Frank Kirkland	(A) X
	Brian Zeglis	(A) X		Omar Dahbour	(A) A
Classical & Oriental Studies	Yasha Klots	A	Physics & Astronomy	Kelle Cruz	A
	Joanne Spurza	(A) X		Yuhang Ren	(A) X
	Doron Friedman	(A) X			(A)
Computer Science	Sven Dietrich	A	Political Science	Robert Jenkins	X
	Felisa Vazquez-Abad	(A) A		Erin Mayo-Adam	(A) X
		(A)		Michael Lee	(A) X
Curriculum & Teaching	Lacey Peters	A	Psychology	Roseanne Flores	A
	Jason Wirtz	A		Darlene Defour	A
		0 (A)		Glenn E Schafe	(A) A
	Tim Farnsworth	X		Michael Lewis	(A) X
Dance	David Capps	A	Physical Therapy	Leon Cohen	X
	Maura Donohue	(A) X		Thomas Holland	(A) A
		(A)			(A)
Economics	Randall Filer	A	Romance Languages	Paolo Fasoli	X
	John Quiang Li	X		Magdalena Perkowska	(A) X
	Tim Goodspeed	(A) A		Julie Van Peteghem	(A) X
	Avi Liveson	(A) X	School of Social Work	Samuel Aymer	A
Educational Foundations & Coun	Goeun Na	A		George Patterson	A
	Jeanne Weiler	(A) A		Marina Lalayants	(A) X
	Markus Bidell	(A) A		Keith Chan	(A) X
English	Sarah Chinn	A	Sociology	Mark Halling	A
	Amy Robbins	A		Mike Benediktsson	(A) X
	Nijah Cunningham	X		Michaela Soyer	(A) X
	Janet Neary	(A) A	Special Education	Elaine Gale	A
Film & Media Studies	Tami Gold	X		Imani Irving Perez	(A) A
				William Longworth	(A) X
	Andrew Demirjian	(A) A	SLPA	Donald Vogel	A
	Larry Shore	(A) A		Nancy Eng	(A) X
Geography	Allen Frei	A		JungMoon Hyun	(A) X
	William Solecki	(A) X	Theatre	Louisa Thompson	X
		(A)		Jonathan Kalb	A
German	Elke Nicolai	X		Claudia Orenstein	(A) X
	Eckhard Kuhn-Osius	(A) A	Urban Policy and Planning	Lily Baum Pollans	A
	Aine Zimmerman	(A) A		Victoria Johnson	(A) X
History	Daniel Hurewitz	A		Matthew Lasner	(A) X
	Manu Bhagavan	(A) X	School of Urban Public Health	Phil Alcabas	A
	Jill Rosenthal	A		Susan Cardenas	(A) X
Library	Sarah Ward	A			0 (A)
	Jennifer Newman	A	Women & Gender Studies	Jennifer Gaboury	X
	Mee' Len Hom	(A) A		Catherine Raissiguier	(A) X
		(A)		Rupal Oza	(A) X

Students		At-Large, Lecturers and Part-Time Faculty			
Hunter Moran	A	Student Services	Kevin Nesbitt	A	
Aysheh Barqawi	A		Luis Roldan	(A) X	
Aamna Arshad	X	Library	Jocelyn Berger-Barera	A	
Nafeeza Ali	A	Library	Tony Doyle	A	
Ariana Ahmed	X	Psychology	Stefan Schlussman	A	
Ariel Glazman	X	Economics	Kevin Sachs	A	
Fariha Uddin	A	Medical Lab Science	Hongxing Li	A	
Ketia Newell	X	Religion	Barbara Sproul	A	
Feda Hammood	A	THHP	Jerry Press	X	
Alia Isabekova	A				
Junia Sharmin	X	Special Education	Gina Riley	A	
Rida Akhlaq	X	Sociol Work	James Mandiberg	A	
Afrin Ansary	A	THHP	Sarah Jeninsky	A	
Afia Abida	X	Art and Art History	Peter Dudek	X	
Vinh Phan	A				
Pearl Gross	X				
Tasneem Sultana	X	Ex-Officio			
Betty Wu	A	President, USG		0	
Nicole Kuznetsov	A	Vice President, GSA	Kamalpreet Kaur	X	
Lauritta Gazaryan	A	President Alumni Association	Barbara Poseluzny	A	
Rabia Akram	A	President, HEO Forum	Denise Lucena-Jerez	X	
Ariela Radonic	X	President, CLT Council	Amy Jeu	A	
Luisais Taveras	A				
Nicole Palmetto	A				
Alia Codelia-Anjum	A				
Amber Javenero	X	ADMINISTRATION			
Katherine Unite	X	Senators:			
Michelle Ma	X	HEO/CLA Representative	Lori Janowski	A	
Avi Mikhaylov	X	Vice President for Student Affairs	Eija Ayravainen	A	
Tabia Ahmed	X	Provost	Valeda Dent	A	
Auroa Hom	X	Dean, School of Arts & Sciences	Andrew Polsky	A	
Christopher Orzech	A	Dean of Education	Michael Middleton	A	
Secura Morgan	A	Alternate Senators (3):			
Noa Hacker	X	Dean of Social Work	Mary Cavanaugh	A	
		General Counsel & Dean of Faculty	Suzanne Piper	A	
		School of Nursing			

APPENDIX II

“Thank you so much, Laura to you and the Senate Administrative Committee for everything you have done this last year and a half. Thank you for your support over the summer and for being there for us as we move to reopen. We are incredibly grateful. A special shout out to Lara Miranda for all of your support. I know the whole community thanks you for everything - from your support with technology to all the substantive work you help us do.

“A huge welcome back. Thank you to the whole Hunter community for your commitment, for staying with us, for making it possible for us to graduate our 4,000 students in May; many of them on site which was very exciting. Thank you for creating this incredible institution which is one of the two CUNY senior colleges that has steady enrollment and no enrollment loss. We are remaining strong and have a very, very robust freshman class. It has been incredibly rewarding to welcome this new group of Hunter students who are so excited to be here. So, thank you to all of you who helped bring back our students here on site, hybrid and remotely.

“I am very grateful that so many of you joined me for a Town Hall conversation last week. I hope people found the information useful. I hope to use that outline going forward to continue to report at the Senate meetings and keep people updated. I appreciate all the feedback that you and the Admin Committee can give about what questions people have. I hope to use the beginning of the Senate meetings as a forum this semester. So please, let me and Laura know what topics are most on people's minds, and we can make sure that we can provide information and have conversations.

“Building on last week, I did want to give a couple of the statistics that we talked about to frame our conversation going forward and focus a bit on the upcoming October 7th deadline for students to be vaccinated because that is so important. As all of you remember, last year the Chancellor gave the campuses a goal that he wanted us to attain of having at least 60% of our classes either fully on site or hybrid. We more than met that goal. We are now at 30% of our classes on site, 38% in some form of hybrid and 32% remote. You can see that the combination of hybrid and on site well exceeded the 60% goal. We are feeling the energy back on our campus again. 14,354 students are enrolled in at least one on campus class and another 6,000 plus students are enrolled in at least one in person or hybrid altogether. We have about 7,000 to 8,000 students coming on campus on most days. Hybrid is a very meaningful word at Hunter. In most cases, it is at least 50% of the class is on site, either every other class, every other week, or a certain number of classes at a certain portion of the semester to get projects done.

“We are very lucky and fortunate that we have come together to support each other in keeping our community healthy. We have wonderful compliance in masks. Our Public Safety and Facilities people have made this campus safe. We are very grateful. But I really wanted to say thank you and highlight the great numbers that we have in terms of vaccination. 98% of the faculty who are coming on campus are vaccinated and 99.9%, meaning almost everybody teaching in front of a classroom, is vaccinated. We are very, very grateful to our faculty for caring about their health and the health of others and getting vaccinated. We have very strong numbers for our staff, as well. 88% of our staff are fully vaccinated. We want to see that number move. I want to encourage all of you to get vaccinated if you are not and encourage your colleagues to do so, as well. This is the only way to move out of this pandemic. There are also very strong numbers of vaccinations among our students. This is incredibly important because October 7th is the last day for students to have their vaccinations and be allowed to continue without being dropped from classes. Almost 96% of our 14,000 plus students are fully vaccinated now. That is really among the highest, if not the highest, number in CUNY. Again, we are so grateful for students' commitment to their health, their education and to the health of our community. Less than 1% at this time are coming into school with an exemption. CUNY allows two types of exemptions. The deadline has passed for applying for them, so this number will not move. You may apply for a medical or religious exemption. As you see, less than 1% of our population has done so. We have seen a great move in the last few weeks as we have been asking all of our faculty and Student Services teams to call, text, nag and nudge to get students to upload their vaccination status and get vaccinated. Under 1% of our students who come in for at least one in person class are still in the testing pool. The 2.7% labeled “other” in this chart refers to some students who may have started out testing and not continuing, some who may be pending a vaccination approval or some who may have signed up for a class but they may be in other classes either hybrid or remote, but they are still indicated as registered. We are doing everything we can right now to contact all of the students before October 7th who are not in the vaccinated or exemption category to make sure that they upload vaccination status before October 7th. In our hybrid numbers, numbers are a little bit high, and I want to spend a moment on this and ask all of you for your help. It is not surprising that the numbers of students with uploaded vaccination is a little bit lower and this other category is a little higher. That is because a hybrid class could meet once on site, once remotely every week or every other week. But we also have a number of hybrid classes where only the final is in person, sometimes the final and another test is in person, sometimes it is a final project or series of projects. Those people have not felt the urgency to upload their vaccination because they are not coming to campus yet. But it is critical that those students upload their vaccination status because somebody can go through a whole class online, come to take their final and if they have not uploaded their vaccination status and had it approved 10 days before that final or that project, they will be dropped. We have students who are not coming to class because they are doing a practicum, they are student teaching or they have an internship somewhere. If they need to come to campus for any reason, and they have not uploaded their vaccination status, they will not be allowed on campus and in the class but even more critically, they will be dropped and will get a “WA”. They will not get credit for the class, and they will not get a financial refund. So, we have reached that critical juncture. I am urging all of you to help get this word out to students in your classes. If you are teaching on site, please remind everybody who is still testing to make sure they have uploaded their vaccination status. If you are doing a hybrid class, please make sure students understand the implication that October 7th is a real deadline. You must have uploaded your full vaccination status. You must have had your two shots, and you must have had Eija's teams and other people approve the vaccination status. This is a really really critical point.

“In addition to strong vaccination numbers, I am very pleased to report very low incidents of COVID on campus to date. We receive two types of information on a daily basis, and they are posted. The first is posted on the CUNY dashboard. Those are tested cases that come out of our testing center. Anybody who is not vaccinated who is entering campus right now must have a negative test within a seven-day period. We have a testing center on 69th Street. We are testing people, and we will continue to test staff, faculty and students with exemptions after October 7th. The number of incidents since the end of August when we started school is .3%, so, it is a very low percentage of the people who are testing positive. We are also collecting the number of cases with breakthrough testing positive from students, faculty and staff who are vaccinated. That number is also extremely low. It is about 3% to 4%; very few cases that have been reported. We ask you to please report these cases to Galia Galansky and let her know if there is a breakthrough case. CUNY requires us to contact trace any student, staff or faculty member who reports a breakthrough case of COVID if they are vaccinated. If you are vaccinated, you may well be a close contact because you will not be required to be socially distanced from people in class or in the office. Galia has very clear rules from CUNY about who needs to be informed about being near a positive breakthrough case, what

the quarantine period is, whether it applies to the person who has a close contact, and when to ask someone to get tested and show a negative test before they come back on campus. We are asking people to let Galia know. Galia will work with faculty about what type of messages should be sent to students in those cases. The Provost has requested, and I want to underscore the need for all of us to keep seating charts that are an indication of who is sitting near who. This is part of the contact tracing process. Also, it is very certain that CUNY is going to begin a system of random testing. I do not know how that is going to play out yet. We have not been given the information that there will be random testing. It is expected to be of vaccinated people. If there is a breakthrough case, we are going to need to know who that person was sitting near. That is why we are asking you all to do seating charts in your class so that Galia can help contact trace.

“Finally, I wanted to say that we are going to be working with chairs, deans and department heads on the Spring schedule. It is hard to imagine that we are already thinking about the Spring schedule but we are. CUNY has asked us to think about a much larger capacity of fully on-site classes; a number nearing 70%. So, we have already started speaking with our deans and department chairs who will be speaking with all of you about what the Spring schedule looks like, so we can move towards the period of enrollment during a normal enrollment period. Also, I know Laura will be talking a little bit more about the approval process the Senate has created for a change in mode of instruction. Our hope is that everyone has been thinking about what we have learned about being the best online instructors and offering superior online curriculum. We will work with the Senate to have a change in mode approved whether the class will become fully online or have an online option. That is a process that Laura and the committees are beginning to undertake, and we will have more to talk about. But, when we keep some classes remote in the Spring, they will still be under the emergency authorization that we have been working on since the pandemic. So, that is the update.

“I would like to spend a minute if I may on one of the issues that is on your agenda for today regarding the Vice President’s search. I want to thank the Admin Committee for helping us address an issue regarding Vice Presidential searches. As the Senate knows, Vice Presidents and Deans at Hunter are recruited and searched for by a committee created through Senate nominations. Panels are created, and then we are able to select members from the panel that the Senate approves. Traditionally, at CUNY and Hunter for decades, we have had one position as the Vice President for Finance and Administration who has been responsible for overseeing what is really an extraordinarily vast portfolio. Under this portfolio are all of the financial operations: the State budget, the auxiliary budget, the foundation budget of philanthropic money, the Research Foundation budget, all of the revenue generating activities such as continuing education, rentals or auxiliary enterprises. Under this portfolio are also the full facilities portfolio including general maintenance of the campus, renovation and capital projects, environmental health, public safety, human resources and technology. Prior to the pandemic, it became clear to our administrative team that in this world in which technology was becoming a very significant part of what we do and where our budget was becoming increasingly more complex, it was a wise idea to divide this enormous portfolio into two different Vice Presidencies. I am incredibly grateful that we proceeded with this pilot prior to the pandemic. Given how we have had to rely on the extraordinary job done by Livia Cangemi as the Acting Vice President for Finance, Business Development and Human Resources and Lori Mazor as the Acting Vice President for Administration - Livia helping us with the incredible complexity of the stimulus package and Lori helping with all of the facilities work, the environmental health, the public safety and keeping our campuses open through this pandemic, it really became clear that it was a wise thing to create these two different portfolios under separate Vice Presidencies.

“Working with the Administrative Committee, we have proposed two new search protocols that would cover the reality of this pilot - that we would have two Vice Presidencies. The first Vice Presidency that we are asking to be created would cover the actual budget piece - the raising and spending of money. So, the first portfolio would cover our tax levy budget, non-tax levy budget of public money, private funds that come through the foundation through philanthropy, the research funds that come through the RF, money coming through the auxiliary corporations at Hunter and the making of revenue some through auxiliary operations such as vending machines, facilities rentals, continuing education and other business enterprises. It would also cover the Human Resources portfolio. The second Vice Presidency would be the Vice President of Administration focusing on the areas of facilities, public safety, environmental health and technology. We are requesting a modification in the Senate procedures which was for one Vice Presidency.

“We are also asking for two modifications in the process. In prior times, the Senate asked that the staff participants on the committee would join three faculty members. The three staff members who would be selected from six staff members on the panel all report to that portfolio. Talking with the Administrative Committee, we are requesting that the staff members not be limited to people who report to that person. For example, in the search for the Vice President dealing with budget and resources, the people who work in fundraising would not be in that person's portfolio as a direct report, but clearly would be working with the Vice President. Since these portfolios are large and really span across the college, we thought it was too limiting to say that these people should be direct reports. We are suggesting that the staff be able to represent different parts of the college. Another example would be an Assistant Dean who spends much time on finance but does not technically report to that Vice Presidential position. So, that is one change to open up where staff can come from to be on the panel. We have retained the representation of other campuses besides 68th Street. We are suggesting that the number of students on the committee be two instead of three. We have found in our experience that the search committees for this level position demand an extraordinary amount of time and attention. We try hard to make sure that we are having meetings that work for our students, and we would like to think that if we have two students, we will be able to schedule meetings to better accommodate their schedules to allow them to fully participate. We have had a challenge over time when students volunteered but were not able to come through with the time commitment. With a two student limit, we are hoping to actually enhance their participation. I urge students to volunteer for these committees. They are incredible leadership positions. When you go out for jobs and fellowships, it is a great thing to have on your resume as a leadership experience. It is also an experience that allows you to meet faculty and staff in the college, to create mentoring and other professional relationships, and to really understand your college. But to have a fuller participation, we think it might be more efficient to have two students so that we can work around their schedules and make sure they can participate. So, that was another suggestion we made to the Administrative Committee about changes in this process. Laura, I do not know if there are any questions on that, but I was pleased to have that opportunity to give some context as I know you will be speaking a little bit later about the changes in that process. So, thank you.

APPENDIX III

Office of the Hunter College Senate

Room 1018 East Building

Phone: 772-4200

COLLEGE-WIDE SEARCH PROCEDURES

(DRAFT September 2021)

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, Human Resources, and Business Development
- ~~2-3.~~ Vice President for ~~Finance and~~ Administration
- ~~3-4.~~ Vice President for Student Affairs and Dean of Students
- ~~4-5.~~ Vice President for Development
- ~~5-6.~~ Chief Librarian
- ~~6-7.~~ Assistant Vice President for ICIT (Instructional Computing and Information Technology)
- ~~7-8.~~ 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.

FROM

~~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.~~

TO

In the case of a search for **Vice President for Finance, Human Resources, and Business Development**, the Hunter College Senate shall elect a panel of 4 students and 6 faculty members in such a manner as to achieve the widest possible distribution among the divisions, and 6 members of the staff. 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. 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. From this panel the President shall choose 2 students, 3 faculty members, and 3 members of the staff -- 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 Administration**, the Hunter College Senate shall elect a panel of 4 students and 6 faculty members in such a manner as to achieve the widest possible distribution among the divisions, and 6 members of the staff. 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. 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. From this panel the President shall choose 2 students, 3 faculty members, and 3 members of the staff -- 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, Human Resources, and Business Development, or 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.

Office of the Hunter College Senate

Room 1018 East Building

Phone: 772-4200

12 September 2018

**Recommended Voting Procedures for Electing
College-Wide Search Committees**

A. ELECTION OF CHAIR PANEL – Panel of three candidates

Each voter may vote for a maximum of three candidates. Ballots containing more than three votes will be declared invalid.

B. ELECTION OF MEMBER PANEL

For Search Committees for Divisional (or equivalent) Deans each voter may vote for a maximum of 8 faculty and 6 students. Ballots containing votes for more than indicated number of faculty, students, or staff will be declared invalid.

For Search Committees for College-wide Administrators listed below each voter may vote as follows:

- i Vice President for Student Affairs and Dean of Students: 8 faculty, 6 students, and 6 staff
- i Chief Librarian: 10 faculty and 6 students
- ~~i Vice President for Finance and Administration: 6 faculty, 6 students, and 6 staff~~
- ~~i Vice President for Finance, Human Resources, and Business Development: 6 faculty, 4 students, and 6 staff~~
- ~~i Vice President for Administration: 6 faculty, 4 students, and 6 staff~~
- i Vice President for Development: 8 faculty, 6 students, and 6 staff
- i Dean of Research: 8 faculty, 6 students, and 2 staff
- i Assistant Vice President for ICIT: 12 faculty, 6 students, and 6 staff

C. RECOMMENDED PROCEDURE FOR COUNTING VOTES

The highest vote getter in each Division is declared elected in the order of the number of votes each achieved. If there are still vacancies to be filled, the second highest vote getter in each Division is declared elected in the order of the number of votes each achieved. Process terminates when all vacancies are filled.

Note: This procedure guarantees that as many Divisions as possible are represented on the panel with no more than 2 candidates from each Division.

D. Listing of divisions for the purpose of electing the Member-Panel for the Search Committees:

1. Humanities & Arts
2. Social Sciences
3. Sciences & Mathematics
4. School of Education
5. Schools of Nursing, Health Professions, and Urban Public Health
6. School of Social Work and the Library

E. Senate Minutes: Official tallies (the numbers) of the vote counts for candidates for Search Committees will be included in the minutes of the meeting at which such votes were conducted.

APPENDIX IV

Hunter College of the City University
Office of the Ombuds
Roseanne L. Flores - Ombuds Officer
September 29, 2021

The Ombuds Office is an independent, informal resource, designed to be neutral, holding all communications with those seeking assistance in strict confidence, not disclosing confidential information unless given permission to do so.

Academic Year (2021/2022) - January 2021- September 2021

Reporting Cycle

This report is based on the activities of the Hunter College Ombuds Office, which includes data from January 2021 through September 2021. Over the next academic year, all reports will be released on a semesterly basis. This reporting structure will be a change as the Ombuds Office has been reporting on an annual basis. The office will continue to update the format of the report to identify opportunities for constructive changes and ongoing conversations across the Hunter College community. Previous reports are posted on the Ombuds webpage.

Contact the Office

For information on how to schedule an appointment, please use the following link Ombuds@hunter.cuny.edu. All meetings will be scheduled for the remainder of the semester on Zoom at a time that works best for the visitor.

Information and Highlights

Visitors	2018/2019	2019/2020	Spring 2021
Students	44	33	13
Faculty	4	2	0
Parent/Relative	0	0	1
Administrator	2	0	1
Other	0	0	1
Totals	50	35	16

During the Spring 2021 semester, the total number of visitors was 16, approximately half of the total number of visitors during the 2019/2020 academic year. The number of sessions per visitor ranged from 1- 4 visits, with each visit ranging from 30 minutes to 1 hour.

Trends and Recommendations

This section provides an overview of the trends and issues raised by visitors over the semester. For this report, an issue became a *trend* when multiple visitors from across the College came to the office about the same topic/problem/concern.

Student Related Issues

During the Spring 2021 semester, both undergraduate and graduate students visited the Ombuds Office about issues related to grade appeals, completion of degree requirements, and graduation. Many reported being emotionally and financially stressed and worried whether they would be able to complete their respective degrees. In addition, as in the past, the office was also copied on emails sent to other areas in the College with the individuals not directly requesting to meet with the Ombuds Office.

Whenever possible, students were referred to Student Services or provided guidance about the grade appeal process. However, as not all issues raised by visitors had definitive answers, such as how to handle job loss, illness, and housing insecurity, what the office provided was a space to listen and affirm that we are indeed living in unprecedented times. The office also provided visitors with resources and assured them that they were welcome to return in the future should the need arise.

As the College transitions from virtual learning back to in-person and hybrid courses, the Ombuds Office will continue to observe issues raised by visitors and, where appropriate, share that information with the Hunter College community.

Current State of the Ombuds Office and Plans for the 2021-2022 Academic Year

The Ombuds Office adjusted its operations during the Spring 2020 semester. The office went from allowing visitors to meet privately in the Ombuds Office - located contiguously with the Senate offices to meeting on Zoom. During the Fall 2021 semester, the Ombuds Office will continue to meet with all visitors virtually on Zoom. As the College continues to transition to in-person meetings, classes, and events, it is hoped that on-campus visits will resume in Spring 2022. That said, the office will continue to leverage the use of technology for those visitors unable to schedule in-person meetings.