MINUTES
Meeting of the Hunter College Senate
5 March 2003

1   The 424th meeting of the Hunter College Senate was convened at 4:10 PM in Room W714.

3   **Presiding:**   Alan Hausman, Chair

5   **Attendance:**   The elected members of the Senate with the exception of those listed in Appendix I.

7   **Agenda:**   The agenda was adopted as presented.

9   **Report by the**   The following is a summary statement of President Raab's report. She said:
10   **President:**

11   "First, I want to report on our lobbying efforts with City and State officials regarding the budget,
12   and to ask for your help and support. A number of legislators will be visiting the campus, and we
13   have already met with members of the City Council regarding the campus schools and the Vallone
14   scholarships. All of them said that they want to hear from students. If you are interested and
15   willing to help us out when we have meetings with legislators to visit Albany and City Hall,
16   please call my office or e-mail us and let us know how we can contact you. Also, it would be very
17   helpful if faculty were willing to let their classes attend when we have legislators here to meet
18   with them. We are in the process of organizing these visits and Terry Rosen Deutsch will be
19   reaching out to you. I met with the new Chairman of the Assembly's Higher Education
20   Committee, Ronald Canestrari, last week. He is extremely receptive to the arguments in support of
21   the CUNY budget, and he is a very knowledgeable and strong leader for the committee. He
22   appears to be very much committed to the CUNY agenda. That was a good piece of news. We are
23   supporting the buses to Albany on March 11 that NYPIRG is helping to organize, and we will be
24   asking you to support the letter-writing campaigns to get the word out to restore the CUNY
25   budget cuts. We will need everybody's support for that.

27   We are still accepting nominations for presidential awards for faculty for Excellence in Teaching
28   and for Service. The nomination period will end this week, and I urge people to apply. I have
29   been advised that the application process is somewhat complex, and we will try to make it easier
30   next year.

32   Many departments have scholarship money and some of you are not using the money that is in the
33   departments. I am sure the reason for this is that you are unsure about what rules apply. Eija
34   Ayravainen will accept any questions or requests for guidance to help departments to spend their
35   scholarship money. We are trying to find ways to support our graduate students who are not
36   eligible for many other forms of financial aid and we want to ensure that we are defining the use
37   of this money with maximum flexibility. So, Eija is there to help you in any way she can.

39   The final point I want to make is one that was raised by students last year about the need for us to
40   provide more classes at times when students need them, and to offer more classes that are needed
41   to meet the General Education Requirement. One of the ways we are hoping to address this is to
42   have a full summer school schedule. We will be doing two sessions this summer. With the help
43   of Anand we have developed a system where we are beginning to track the courses and sections
44   that are in demand the most, and we are trying to identify demands that have not been met. We
45   are using this as guidance to work with departments to begin to offer the classes that students are
46   most eager to sign up for. This is a very strong commitment on our part and the beginning of an
47   effort to ease the burden, to have less over-tallying, and to provide the classes that students need
48   to graduate. We did a lot of work this semester and are beginning to plan for next year. I would
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54   be very interested in feedback to see whether the summer school schedule is responding to the
55   needs."

57   The floor was open for questions.

59   **Report by the**   There was no report.
60   **Administrative**
61   **Committee:**

63   **Items Carried**   **Teacher Evaluations Committee**
64   **Over:**   Ms. Jillian Murray, Chair of the Committee, presented the revised questionnaire dated 3/5/03.

66   The question was called and carried.

68   The revised Student Evaluation of Teaching Questionnaire (see Appendix II) was approved by voice
69   vote.

71   **Report by Vice President Zinnanti Re: Technology Fee**
72   The following is a summary statement of Vice President Zinnanti's report. He said:

74   "I want to brief you on the work of the President's "Advisory Committee on the Use of the
75   Technology Fee". The committee was convened last spring, and I have the pleasure of chairing
76   the group. It consists of about 25 individuals as follows: the Provost, the Vice President for
77   Student Services, the four Deans, the Director of ICIT, three faculty members representing the
78   Senate, three faculty members representing the FDA, three graduate student representatives, four
79   undergraduate student representatives, the Librarian, as well as a representative from the CLTs
80   and the HEOs. We had four planning sessions over the course of last spring and early summer.
81   We have met as recently as December 6th, and we have a meeting scheduled for March 26th.

83   I would like to report on the work of the committee. A lot of what the committee's plan called for
84   went into effect in August. The centerpiece of the plan was to improve the ratio of the computers
85   on the campus. Unfortunately, although we had 20,500 students, we only had 485 computers in
86   open labs on the campuses, and it was the committee's goal to reach 1000 computers over the
87   course of 5 years. So we commenced work on a plan to add 100 new computers each year to get
88   the ratio down from 1 computer for 41 students to about 1 computer for 20 students. The work
89   began and we distributed them according to need, realizing that the Brookdale Campus had the
90   fewest number of computers. We distributed them in the following manner: 47 computers were
91   installed at the 68th Street Campus in the East and West buildings, the Library, and the Cafeteria;
92   the MFA Building received 10 computers; the School of Social Work received 15, and the
93   Brookdale Campus 25.

95   Our budget for this year was estimated to be \$2.3M. We are projecting a slight revenue shortfall,
96   and we believe we will be collecting something marginally less than that. On the other hand we
97   were able to take advantage of CUNY contracts and purchase computers in bulk, which saved us a
98   little more than we thought we would save. There were also some delays in hiring some of the
99   human resources that went along with the plan.

101 The plan also called for the replacement over time of computers that were getting old in the
102 existing labs. We implemented a student email system with a substantial amount of personal
103 space for each student and the ability to allow students the choice of having email directed to their
104 preferred email addresses if they had private ones. The plan also included new electronic
105 resources for the Library, and they were able to add some 26 new internet resources which among
106 many other items included items like the Britannica Online and Science Online. The plan was
107 modified so that we began a wireless implementation project that had not been included in the

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114	original plan. The pilot program at the Brookdale Campus has been successfully implemented,
115	and students who have laptops with wireless cards can now be part of the Hunter network using
116	their passwords. The pilot is successfully working on the 3rd, 5th and 7th floor lounges in the
117	Dormitory at Brookdale. The next step will be to introduce wireless technology to the rest of the
118	campus. We are looking specifically now to begin at 68th Street and also to invest in cards that the
119	library would be able to lend to students over the course of the semester to make their laptops
120	wireless friendly.
121	
122	The plan also called for what we describe as independent technology proposals, and we have been
123	able to fund four of them. The library came to us with a proposal for a virtual online information
124	literary assessment project called VOILA that actually provides students with individual library
125	instruction on a self paced basis. We were also able to build an information kiosk for the wellness
126	office, and one-stop shopping for career services. We began building a scholarship management
127	system that is desperately needed at Hunter, which takes the disparate information that we have
128	for scholarships between the Foundation, the Business Office, and the Scholarship and Welfare
129	Fund, and places it into a comprehensive system so that we can manage it better and identify
130	students with special needs.
131	
132	In addition to the physical improvements that have been made, we have actually begun to hire
133	students to perform support services with the technology fee. We have hired a number of students
134	to deliver audiovisual equipment to classrooms, and over 8200 deliveries to classrooms were
135	made last semester. The student helpdesk was funded which handled over 1000 inquiries, and we
136	funded lab support and graduate assistants. We hired 5 graduate assistants, 2 in Arts and Sciences,
137	1 in Social Work, 1 in the Health Professions, and 1 in the School of Education. Also, we began to
138	hire full time resources to help administer the system so that faculty can have an easier time
139	teaching and students can have an easier time learning. The Provost's Office developed the faculty
140	development part of the plan which consists of Blackboard training, faculty peer training, student
141	technical support, where students would be trained to help in Blackboard and other applications to
142	help faculty teach. Blitz week, a highly successful week in late January, was funded. It is a part of
143	the Provost's plan to have an intense program one week before the beginning of each semester to
144	train faculty in the use of Blackboard and other technological advances. We actually created 60
145	Blackboard courses during the last week of January for use this semester. We also are purchasing
146	a wireless cart with 16 laptops that will bring training to the departments themselves. Over the
147	January intersession, ten classrooms were equipped with TV, VCR and DVDs, and 34 classrooms
148	were wired and are now part of the network, so that audiovisual equipment can now be
149	transported to them for use. Those were the improvements and those were the results so far this
150	year that were funded by of the technology fee."
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152	Vice President Zinnanti concluded the report by answering questions from the floor.
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154	**Committee** **Undergraduate Academic Requirements Committee Re: Departmental Honors**
155	**Reports**: Professor Jason Young, Chair of the Committee, presented the report dated 5 March 2003 as
156	submitted.
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158	The following Resolution was on the floor:
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160	BE IT RESOLVED, that the words "*and if their cumulative GPA is no less than 2.7 at the time of*
161	*graduation"* and the words *"or field"* be deleted from the first sentence of the second paragraph
162	of the current statement <u>Graduation with Departmental Honors</u>. The sentence would then read:
163	"Students are eligible for departmental honors if their GPA in the major is not less than 3.5. The
164	student must also elect at least 2 credits…"
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166	After brief discussion the question was called and carried.
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168	The resolution was approved by voice vote.
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173	**Undergraduate Academic Requirements Committee Re: Policy Statement for On-line Courses**

174	Professor Young yielded the floor to Professor Sandra Clarkson, who presented the report dated 3
175	March 2003.
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177	Whereas, online courses are those that are completed asynchronously and do not require
178	any in-class interaction between instructors and students, and
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180	Whereas, such online courses are increasing in popularity, and
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182	Whereas, there currently exists no policy on the status of such courses in the
183	undergraduate catalog, and
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185	Whereas, there have been numerous inquiries as to the college's official view of such
186	courses; therefore,
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188	BE IT RESOLVED, that the following policy statement be added to the undergraduate
189	catalog:
190	"Courses taken online shall be treated the same as other courses. Thus, online courses
191	originating at Hunter College shall require no special permission; online courses originating
192	from another branch of CUNY shall be treated as permit courses; and online courses
193	originating from all other institutions shall be treated as transfer courses. In the case of
194	permit and transfer courses, students are responsible for obtaining any required permission
195	from Hunter College in advance of taking the course, to ensure the transferability of course
196	credit."
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198	After brief discussion the question was called and carried. The resolution was approved by voice vote.
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200	**Report by Dean Escott RE: "On-line Voting"**
201	Dean Michael Escott presented the following report concerning "on-line" voting in student
202	government elections.
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204	Over the past few weeks, there has been some discussion and interest in having electronic "on-
205	line" voting for student government elections. At the request of Professor Hausman and the
206	Senate Student Caucus, I am here today to let you know the current status of this possibility.
207	
208	Last week I convened a meeting of the Student Elections Review Committee (SERC) and I invited
209	others, including Jillian Murray from the Senate, Professor Kuechler, Mr Yechiel Rosenrauch and
210	Gil Giannini to discuss this matter.
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212	Election Com, a company that specializes in electronic voting, gave a presentation. While there
213	was a general desire to use electronic voting since it was hoped it would increase student
214	participation, security and confidentiality issues were of great concern to SERC.
215	
216	A committee will probably soon be formed to review these concerns in particular and the entire
217	process in general. Based on this review, a decision will be made regarding the implementation of
218	electronic voting for the spring, 2004 student elections."
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220	It was moved that the meeting be adjourned. The motion carried and the meeting adjourned at 5:10
221	P.M.
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223	Respectfully submitted,
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226	Anthony Picciano,
227	Secretary