

## MINUTES

### Meeting of the Hunter College Senate

### 14 April 2004

The 438th meeting of the Hunter College Senate was convened at 4:10 PM in Room W714.

- Presiding:** Joan Tronto, Chair
- Attendance:** The elected members of the Senate with the exception of those listed in Appendix I.
- Agenda:** The agenda was adopted as presented.
- Minutes:** The Minutes of February 25th and March 10th were approved as distributed.
- Report by the** A summary statement of President Raab's report to the Senate is as follows. She said:

“I would like to remind everyone that Ambassador Andrew Young will be at Hunter on April 25<sup>th</sup>. He is scheduled to teach a political science class in the morning and deliver a public address midday. At the end of the day there will be a panel discussion where he will be joined by Professor Michael Turner to discuss the future and the status of the United Nations. It should be fascinating. I hope that everyone will find time to attend one or all of the events.

I want to congratulate Barbara Welter in the History department and Jack Saltzman who collaborated on a project for the weeklong celebration of New York City's immigrant history. This was announced today by the Mayor. It is a photograph collection from the turn of the century by Jacob Reese and other major figures from that time, which will be coupled with photographs taken by Hunter students who have worked with Professor Saltzman on a period of American history, depicting their views of the neighborhood now. The exhibit combines the photographs of both time periods and should be very exciting.”

President Raab yielded the floor to Vice President Zinnanti, who said:

“Good afternoon. Several weeks ago, the Director of Campus Security, Lou Mader, addressed this body to discuss the increase in burglaries at this campus through January and into February. I am very happy to say that through some persistent patrolling and investigative work and some educated hunches, Lou and his staff apprehended the man who was doing this. He was apprehended in the West building on a Sunday afternoon with a crowbar in his canvas bag wrapped in newspaper, looking for a place to have a cigarette. He was arrested and brought to the 19<sup>th</sup> precinct where he admitted to all the burglaries at this campus between January and February. He subsequently confessed that he had an accomplice, and that individual was also arrested. This is very good news.”

Vice President Zinnanti yielded the floor back to President Raab, who said:

“I have asked Anand and Eija to present to you the new scholarship system that is part of our effort to ensure student success at Hunter. One of the issues that all of our students struggle with is the need for financial assistance and the fact that financial assistance comes from so many different sources, i.e. financial aid office, government offices, CUNY, banks, departments, our Foundation and Scholarship and Welfare Fund. It was our goal to pull all of these funds into a central place that will help the funders to allocate their money where it is needed and help us to identify students that are eligible for scholarships. We have a number of scholarships that are

very restricted to a course of study and to a type and level of student, and it takes a certain amount of work to identify the students and match them with the money. We have now been able to develop a program, which allows students to seek financial aid online by filling out a form. It then allows us to match the student profile with the available types of funds. We are very excited about it. However, everyone's cooperation is needed to make it work. We will send information to departments that hold scholarships about students that are seeking scholarships in their departments or in their courses of study. While we are very much committed to continuing to raise scholarship money, this is a very good move to help us spend our money efficiently, and it will make it easier for student to access financial support. Anand has once again done a really extraordinary job in putting this program together with the help from many people in Eija's area."

President Raab yielded the floor to Anand Padmanabhan and Eija Ayravainen, who gave a PowerPoint presentation on STARS, the new Scholarship Tracking and Reporting System (see Appendix II).

The floor was open for questions.

**Report by the  
Administrative  
Committee:**

The Chair presented the report as follows:

**Approved Curriculum Changes**

The following curriculum changes as listed in the Report dated 14 April 2004 were approved as per Senate resolution, and were submitted for the Senate's information: Items GR-616 (Biological Sciences), GS-610 A&B (Special Education), GS-613 (Special Education/Curriculum & Teaching/Educational Foundations), GS-614 (English), and US-1359 (Curriculum & Teaching).

**Committee  
Reports:**

**Calendar Committee – Bell Schedule Modification**

Professor Shirley Raps, Chair of the Committee, presented the Report dated 14 April 2004 which recommends the addition of a T, TH 4:10 to 5:25 PM slot for three-hour classes to the current Bell Schedule.

The report was approved by voice vote and is attached as Appendix III.

**Teacher Evaluations Committee Re: Change in Distribution of Questionnaires**

Mr. Runako Taylor, Chair of the Committee, presented the following resolution:

BE IT RESOLVED, that the Hunter College Senate approve the following proposal for the distribution of Teacher Evaluations Questionnaires: The forms will be placed in a sealed envelope that will then be placed into another envelope. This package will be mailed to instructors via the internal mail system such that instructors receive them one week before the evaluations period. Instructors will bring the evaluation materials to the class and hand them over, in a sealed envelope, to a student representative. The student representative will break the seal on the envelope and distribute, administer, collect and return the forms.

The Provost's Office will develop a procedure to handle any case where there is a problem with the security of the forms.

After discussion the question was called and carried. The resolution was approved by voice vote.

The Chair informed the Senate that the Report by the Undergraduate Academic Requirements Committee is postponed to a future meeting.

**Undergraduate Course of Study Committee**

Professor Tronto presented the Report dated 14 April 2004 on behalf of the Committee. The motion on the floor the addition of the following two sentences to the GER Foreign Language Requirement:

"Course of Study: "All students must demonstrate foreign language proficiency at the 12-credit level or its equivalent. In each language a required..."

"4) Students who have graduated from a high school outside the United States in which the language of instruction was other than English may be exempted from the foreign language requirement upon presentation of a high school or secondary (equivalent) transcript. Note that an exemption from a language requirement..."

The modification was approved by voice vote. (The amended Foreign Language Requirement is attached as Appendix IV.)

**Old Business:**

Dean Escott informed the Senate that web-based voting in the undergraduate student government elections would take place for the first time during April 26-29. Students have been notified by e-mail, and it is hoped that this will increase student participation in the election.

The Chair informed the Senate of the following changes in the Senate meeting schedule and agenda: The April 21st meeting will be cancelled, and the Interim Report by the Special Advisory Committee on the Structure of the School of Arts & Sciences will be presented at the April 28th meeting. Hunter's Response re: Middle States will be presented at the May 5th meeting. Various committee reports are scheduled for the May 12th meetings, and the May 19th meeting will be the first meeting for the new 2004/2005 Hunter College Senate.

It was moved that the meeting be adjourned. The motion carried and the meeting adjourned at 5:25 PM.

Respectfully submitted,

Anthony Picciano,  
Secretary

Meeting of the Hunter College Senate  
12 April 2004

## APPENDIX III

BELL SCHEDULE for FALL 2004  
(Changes are printed in italics)

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:10 – 9:25	8:10 – 9:00	8:10 – 9:00	8:10 – 9:25	8:10 – 9:00
9:45 – 11:00	9:10 – 10:00	9:10 – 10:00	9:45 – 11:00	9:10 – 10:00
	10:10 – 11:00	10:10 – 11:00		10:10 – 11:00
11:10 – 12:00	11:10 – 12:25	11:10 – 12:00	11:10 – 12:00	11:10 – 12:25
12:10 – 1:00	12:45 – 2:00	12:10 – 1:00	12:10 – 1:00	12:45 – 2:00
1:10 – 2:25		1:10 – 3:00 DEAN'S HOURS	1:10 – 2:25	
2:45 – 4:00 or 3:10 – 4:00	2:10 – 3:25	3:10 – 4:00	2:45 – 4:00 or 3:10 – 4:00	2:10 – 3:25
4:10 – 5:00 or 4:10 – 5:25 or 4:10 – 5:25	3:45 – 5:00  <i>or</i> <i>4:10 - 5:25</i>		4:10 – 5:00 or 4:10 – 5:25	4:10 – 5:00 <i>or</i> <i>4:10 – 5:25</i> or 4:10 – 5:25
5:35 – 6:50	5:35 – 6:50	5:35 – 6:50	5:35 – 6:50	5:40 – 8:40
7:00 – 8:15	7:00 – 8:15	7:00 – 8:15	7:00 – 8:15	
8:25 – 9:40	8:25 – 9:40	8:25 – 9:40	8:25 – 9:40	

## LATE AFTERNOON AND EVENING BELL SCHEDULE:

A. *The 4:10 – 5:25pm slot is to be used for M/W, or M/TH, or T/TH courses.*

- B. 3 credit graduate courses meeting for two hours once a week  
4 credit undergraduate courses meeting for TWO hours twice a week

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
5:30 – 7:20	5:30 – 7:20	5:30 – 7:20	5:30 – 7:20	5:30 – 7:20
7:30 – 9:20	7:30 – 9:20	7:30 – 9:20	7:30 – 9:20	7:30 – 9:20

- C. Three Hour Courses

4:30 – 7:10	4:30 – 7:10	4:30 – 7:10	4:30 – 7:10	4:30 – 7:10
7:20 – 10:00	7:20 – 10:00	7:20 – 10:00	7:20 – 10:00	7:20 – 10:00

- D. If Department has its own room\*

5:25 – 8:05	5:25 – 8:05	5:25 – 8:05	5:25 – 8:05	5:25 – 8:05
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(\*Otherwise, courses scheduled in this slot will receive last priority in room assignments.)

## APPENDIX IV

# Undergraduate Course of Study Committee Report

(New wording is underlined)

### Foreign Language Requirement

Hunter College currently offers the following programs to meet foreign language requirements:

**Chinese (CHIN), French (FREN), German (GERMN), Greek (GRK), Hebrew (HEBR), Italian (ITAL), Japanese (JPN), Latin (LAT), Polish (POL), Russian (RUSS), Spanish (SPAN), Swahili (SWA), Ukrainian (UKR), Yoruba (YOR).**

**Course of Study:** All students must demonstrate foreign language proficiency at the 12-credit level or its equivalent.

In each language a required course sequence (12 credits) is offered: Elementary I and II (2 three-credit courses or 1 six-credit intensive course) and Intermediate I and II (2 three-credit courses or 1 six-credit intensive course). The Elementary three-credit courses are usually numbered 101 and 102 and the Intermediate three-credit courses are usually 201 and 202 (except that the Spanish for Native Speakers sequence is SPAN 105, 106, 207, and 208; intermediate Greek is GRK 110 and GRK 202 or 203; intermediate Latin is LAT 110 and LAT 201, 202, 203, or 204). The intensive six-credit courses are usually numbered 103 and 203 (except for: CHIN 107 and 207; GRK 107; and LAT 107). Intensive courses are not offered in all languages. The first semester of a four-course sequence will not be credited without successful completion of the second semester.

**Ways in which students may demonstrate proficiency or gain exemption:**

Students may be exempted from part or all of the foreign language requirement by virtue of:

- 1) Successful completion of high school courses. Each year of language study completed in high school is equivalent to one semester (3 cr) of the same language in college. The requirement of 4 semesters of language courses or an equivalent combination of college and high school courses is fulfilled only if all 4 semesters are completed in the same language. Students who have completed 4 years of one foreign language in high school should apply for an exemption with the Coordinator of Academic Appeals; an official high school transcript is required. Students who have passed a language Advanced Placement Test of the College Board with a grade of 5, 4, or 3 should contact the Office of Admissions.
- 2) Courses taken at other colleges.
- 3) Competency demonstrated through proficiency examinations. To arrange for an examination contact the appropriate department office; if the language in question is not taught at Hunter College contact the Dean of the School of Arts & Sciences.
- 4) Students who have graduated from a high school outside the United States in which the language of instruction was other than English may be exempted from the foreign language requirement upon presentation of a high school or secondary (equivalent) transcript.

**Note that an exemption from a language requirement does not yield any credit unless the exemption is based on successful completion of college courses.**

**Placement:** Students may begin a foreign language at Hunter College. Students who are not exempt from the foreign language requirement as described above should choose their language course as follows:

- 1) Students who have satisfactorily completed 3 years of study of one language in high school or have completed the college equivalent of the 3rd level in a foreign language sequence should take the 4th course in the required sequence.
- 2) Students who have satisfactorily completed 2 years of study of one language in high school or have completed the college equivalent of the second level in a foreign language sequence should take the 3rd and 4th courses in the required sequence.
- 3) Students who have satisfactorily completed 1 year of study of a language in high school or have completed the college equivalent of the 1st level in a foreign language sequence should take the 2nd, 3rd and 4th courses in the required sequence.
- 4) Students who are beginning the study of a foreign language should take all 12 credits of a course sequence.

**Rationale:**

The new statements describe current practice, and are added for clarification.