

MINUTES

Meeting of the Hunter College Senate

25 April 2007

1 The 47th meeting of the Hunter College Senate was convened at 3:45 PM in Room W714.

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3 **Presiding:** Richard Stapleford, Chair

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

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7 Alternate Senators were formally seated in accordance with the procedures approved by the Senate, and
8 clickers were distributed to them.

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

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12 "We are all still grieving from the Virginia Tech incident, and I know security is on many people's
13 mind. Through our Public Safety we have very specific rules and procedures for public safety to
14 follow if there were horrific incidents such as having someone with a weapon on campus. One of the
15 most important things for everyone here to know is that we have over the last few years significantly
16 upgraded our fire safety systems which have created for us a working and understandable public
17 address system that works in all the buildings on this campus and on Brookdale. That is the major
18 security device because there would be complete announcements about what to do, whether to
19 evacuate, where to go, and what was happening, and that is for us the strongest security device. We are
20 having conversations about whether we could implement text messaging for this type of situation.
21 CUNY is now talking about it. We will come back and report about these discussions. We are also
22 moving towards implementing the security system that so many of you helped us think through and
23 design. At this point it is the question of designing the implementation and where the stations will be.
24 Tomorrow I am actually meeting with some of the people from the Central Office at CUNY about
25 beginning that process, and getting it moving over this summer. We will have more information on
26 that. If there is any discussion people want to have on security issues we will be happy to have those as
27 part of the Senate meeting.

28
29 On a happier note, Graduation is May 31 at two o'clock at Radio City Music Hall. We will be having
30 as our speaker Jeff Greenfield, who is now the CBS News political analyst and was formerly on CNN
31 and also on Night Line for fourteen years. Our Honorary degree will be going to Lew Frankfort who is
32 a 1967 graduate of Hunter College and Columbia Business School, and is currently a Chairman and
33 CEO of the Coach Company. We have another invitation out to a 1939 alum and we are not quite sure
34 if she is going to be able to make it from California.

35
36 I also would like to ask all of you to save May 14th for the reception for the award winners for faculty
37 presidential awards which will be announced next week.

38
39 Finally, I wanted to ask two members of the senior administrative team to make very short
40 presentations.

41
42 The President yielded the floor to John Rose, who said:

43
44 "Thank you President Raab. I am glad to have this opportunity to discuss the Diversity Conference
45 which will be held next week on Wednesday, May 2 in the Faculty Dining Room, commencing at 11
46 o'clock in the morning. The theme of the conference this year is exploring complexities of diversity. I
47 have been fortunate to be guided in planning for the conference by a Planning Committee which is

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52 itself quite diverse, representing all the segments of the Hunter community: faculty, HEOs,
53 administrators, students and staff. The Planning Committee was instrumental in making sure that this
54 year's conference both looked back and responded to issues that were raised by the last year's
55 diversity summit, and looked ahead to position itself to be part of an ongoing effort to discuss on a
56 regular basis diversity issues affecting our campus in an inclusive way that involves students, faculty
57 and staff. The conference is organized around a plenary session which will begin at 11 o'clock in a
58 morning, there will be two students speakers talking about how they have experienced diversity here at
59 Hunter and the differences between Hunter and a larger society outside of our halls, and two faculty
60 speakers as well who will be exploring identity issues, the faculty speakers are: Professor Candice
61 Jenkins and Frank Kirkland. Following the plenary session there will be two learning tracks, the first is
62 on a symposium on the inclusive classroom by several faculty members. I would like to acknowledge
63 the contribution of Professor Laurence Splitter and the Center for Teaching Excellence for developing
64 this symposium. Participants in this symposium include Professor Jacqueline Brown from
65 Anthropology, Darrell Wheeler from Social Work, Jennifer Hopper from Political Science, Rupal Oza
66 from Women and Gender Studies, and Anthony Browne from Africana & Puerto Rican/Latino Studies.
67 The second learning track will be a workshop on communications, Communicating Across Differences
68 which will be led by an outside facilitator Dr. Dian Killian. So, we hope you will be able to join us at
69 the Conference next week. We are asking that all who intend to come RSVP, and there are flyers just
70 outside on the table which will give you the place where you can send your RSVP. Thank you very
71 much."

72
73 He yielded the floor to President Raab, who said:

74
75 "I want to ask the Provost to speak a little bit about the Academic Freedom discussion that we had
76 today.

77
78 She then yielded the floor to Provost Rabinowitz, who said:

79
80 "Thank you. As you recall, last year the president and I pledged to create some forums for the
81 discussion of Academic Freedom. I would like to report to this body about what we have done and
82 what we hope to do very briefly. Last semester we identified a two day conference at Harvard
83 University on current issues of Academic Freedom, and we identified four faculty who were interested
84 in Academic Freedom and interested in participating, they were: Bill Sakas from Computer Science,
85 Diana Conchado from Romance Languages, Phil Alcabes from Urban Public Health, Sarah Chinn
86 from English, and the Dean of Arts and Sciences who wished to go. The President sent the faculty and
87 the Dean to Harvard, and we asked them if this semester they would help create an event and report
88 back to the community what they had learned, and also address an issue of current interest which I
89 have identified as the CUNY Student Complaint Procedure. This procedure, which is now in effect,
90 has been one that has aroused a great deal of interest and concern among faculty throughout all of
91 CUNY. It provides for the first time a uniform and codified way of handling student complaints in the
92 areas that fall outside of the following: Academic Freedom first and foremost, matters pertaining to
93 sexual or racial or ethnic discrimination or harassment, complaints about failing to follow the contract,
94 e.g. a faculty member does not show up for class, or student and grade appeals. So, the CUNY Student
95 Complaint Procedure covers a large amorphous category of complaints especially your concerns of
96 how it relates to Academic Freedom. We had a fine discussion today in the first of what we hope will
97 be several forums on Academic Freedom, and I want to thank the faculty and the Dean who were
98 members of the Senate Standing Committee on Academic Freedom for leading a thoughtful discussion.

99
100 I also want to invite members of the community to contribute ideas about conferences that faculty
101 might be sent to, discussions that the President and I might sponsor on issues of concern to you,
102 speakers that we may bring to the community so that we can continue this work next year again. More
103 than forty faculty and staff signed up for the conference and came. We thank you for coming and
104 supporting the event and we would like ideas for the future. Thank you."
105

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112 **Report by the** The Chair presented the report as follows:
 113 **Administrative**

114 **Committee:** **Special Election to fill vacant seats on the Senate**

115 In accordance with Article IV.2.H.i & ii of the *Charter for a Governance of Hunter College* the Adminis-
 116 trative Committee presented the names of all nominees received to date:
 117

118 Student Alternates:

119 Destimmona Anokye	Greta Rojas (Psych/Nursing)
120 Renelynn Joy Carino	Sara Reinstein
121 Isaiah Negron	Irtya AAbir
122 Israel Burns (Pre-Law)	Wandar Anderson
123 Ho Young Hung (Pol.Sci/Soc)	Tina Galvez

124
 125 The slate of nominees was unanimously approved by voice vote.
 126

127 Clickers were distributed to the newly elected senators.
 128

129 **Resolution Re: Roosevelt House Advisory Committee**

130 In accordance with Senate resolution of April 17th, the Administrative Committee presented the
 131 following resolution for Senate approval:
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133 BE IT RESOLVED, that the Hunter College Senate establish a Special Advisory Committee on
 134 Academic Functions at the Roosevelt House Public Policy Institute (hereafter known as RHAC)
 135 before the end of the current semester. The RHAC shall consist of the Provost; one faculty member
 136 from each of the three professional schools (Education, Social Work, Health Professions); one
 137 faculty member from the following departments of the School of Arts & Sciences: Urban Affairs &
 138 Planning, Political Science, Economics, History, Philosophy, Sociology, and two faculty at-large;
 139 and 2 students—all with vote. The Chair shall be a faculty member elected by the membership of
 140 the committee. And,
 141

142 BE IT FURTHER RESOLVED, that as new departments participate in Roosevelt House, additional
 143 members may be added to the committee; and
 144

145 BE IT FURTHER RESOLVED, that the charge of the RHAC includes the following
 146 responsibilities: advising with respect to a mission statement for Roosevelt House, and a plan for its
 147 governance and programs.
 148

149 After discussion it was moved that the first “Be it Further Resolved” be amended to read:
 150

151 “that as new departments and programs participate in Roosevelt House, additional members may be
 152 added to the committee; and
 153

154 The question on the amendment was called and carried.
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156 The amendment was approved unanimously by voice vote and became part of the main motion on the
 157 floor.
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159 The resolution, as amended, was unanimously approved by voice vote.
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161 The Chair informed the Senate that the membership slate would follow at the next meeting.
 162

APPENDIX I

The following members were noted as absent from the meeting:

Full-time Faculty:

Africana & P.R./Latino Studies	Anthony Browne
Art	Maria Antonella Pelizzari (A) "E"
Biological Sciences	Thomas Schmidt-Glenwinkel (A)
Chemistry	Pamela Mills
Curriculum & Teaching	David Lee Carlson (A) Sara Dubow
Economics	Purvi Sevak
Educational Foundations	Sarah Bonner (A)
Film & Media Studies	Tim Portlock (A)
Geography	Hongmian Gong
Health Sciences	Phil Alcabes Kathryn Rolland
History	Bernadette McCauley (A)
Library	Clay Williams
Mathematics & Statistics	Ada Peluso
Nursing	Kunsook Bernstein (A) Leighsa Sharoff "E"
Philosophy	Frank Kirkland (A)
Physics/Astronomy	Ying-Chih Chen (A)
Psychology	Jeffrey Parsons (A) Rebecca Huselid
Romance Languages	Giuseppe Di Scipio Virginia Santos "E"
SEEK	Patricia Martin (A)
School of Social Work	Annette Mahoney

Bernadette Hadden
Charles Green (A) "E"
Reva Cohen (A)
Jill Gross
Stanley Moses (A)

**Lecturers and
Part-Time Faculty**

Claus Mueller (Sociology)
Sudi Shayesteh (Student Services) "E"

Administration

Bill Zlata
Dean Jacqueline Mondros (A)
Dean Laurie Sherwen (A) "E"

Ex-Officio

Ahmed Tigani, USG President
Sarit Levy, GSA President
Jason Ares, CLT Council President
Sarah Jeninsky, HEO Forum Pres.

Students

Tin Thu (Sociology)
Ezra Serrar
Dorothy Wing In Ng
Ricardo Jute
Jenny Alcalde (undeclared)
Yosef Bresko (Honors, Econom.)
Binu Abraham (Classics)
Alex Kohen (Poli.Sci.)
Senna Fan Ye (Nursing)
George Ra'cz (Film&Media)
Siobhan Cawley
Gary Henkle (undeclared)
Alexander Kipp (Grad. Theatre)

APPENDIX II

Report by the Computing & Technology Committee (Spring 2007)

The Senate Computing and Technology Committee has been meeting at regular intervals every 2-3 weeks during the academic year addressing a variety of issues. These activities fall under the two general areas: (1) providing guidance and advice to senior ICIT and Administrative staff on C&T policies and/or procedures and (2) stimulating initiatives on important IT issues. The following topics / issues have dominated our discussions:

Website (content) Management Software: The committee has determined that the management of departmental websites needs to be simplified and improved. A variety of new software products are now available to meet this goal. The committee put forth a senate resolution urging the administration to advance this initiative.

Laptop Computer Purchase Program: President Raab has made funds available to subsidize private laptop purchases by faculty. The committee was asked to consult on the details of such a program and offered its advice on the implementation of this initiative as well as helping ICIT select laptop configurations most likely to satisfy the academic community. Several members of the committee felt that such funds may be more effectively used by expanding and accelerating the replacement of faculty office computers offering an option to receive a notebook rather than a desktop computer.

Software Inventory: The answer to the simple question: "What software is available at Hunter?" is far from simple. The committee has embarked on an effort to inventory available software in all HC computer labs and various licensing issues. Select items include:

1. The committee has encouraged ICIT to provide comprehensive and consistent information on all software licenses (site licenses as well as bulk purchase agreements) currently held by CUNY Central (CIS), Hunter, and specific Hunter subunits (departments, centers, labs). This information should include version, duration, upgrade options, and usage restrictions with respect to number of (concurrent) users, user groups (e.g., students, faculty, staff), and location (e.g., on campus vs. off campus).
2. In addition, ICIT should provide detailed information on how such licensed software can be obtained.
3. For software with limited availability, ICIT should provide a guide showing which (open) labs on campus have a particular software product available; if applicable, also specifying which user groups have access.
4. Finally, the committee urges ICIT to redevelop its "software availability" website so that students and faculty can easily search for software applications.

Software Purchasing Guidelines: Procedures for the evaluating and purchasing of new administrative and academic software have been inconsistent. The committee is assisting the administration on developing guidelines for standardizing this process. The committee welcomes the plan to increase the funds available for software licenses. The need for additional software should be assessed in a consistent and thorough manner (i.e. on-line survey). Members of the Hunter community suggesting additional software will be asked to describe in detail what tasks cannot or not adequately be performed with currently licensed products. Based on this input, the committee will work with ICIT in developing a list of additional software to be licensed.

Rewards for Technology: Faculty creating and using advanced IT generally find it difficult to incorporate this scholarship into their tenure and promotion applications. The committee is evaluating on-line resources that formalize this scholarship. One such resource, MERLOT (www.merlot.org) designed as a peer review mechanism for IT activities, is being evaluated. Other products and pathways are also being identified and reviewed.

Other Issues:

- Campus wide wireless
- Student e-mail management
- ICIT Staffing
- ICIT Website

Committee Members:

J. Caravanos, Chair, Health Sci.
M. Flanagan, Film & Media (new)
N. Guerrero, ICIT
M. Kelly, Education
M. Kuechler, Sociology

A. Kym, German
L. Massa, Chemistry
D. Potash, Administration
R. Stapleford, Senate
F. Steen, ICIT

N. Trippel, Soc. Sci. Laboratory
R. Varley, Physics
L. Yanotta, Library (new)

APPENDIX III Report by the Budget Committee

AY 06/07 Report of Committee on the Budget to the Senate (SBC)

1. Membership and Charge
2. Meetings
3. Recommendations

Membership and Charge

During the AY 06/07 the SBC consists of the following elected members:

- Faculty: Howard Chernick (Social Sciences/Economics), Elizabeth Danto (School of Social Work), Alan Hausman (Arts and Humanities/Philosophy), Manfred Kuechler (Chair/Sociology), Anthony Picciano (School of Education/Curriculum & Teaching), Susan Pivko (Schools of the Health Professions/Physical Therapy), William Sweeney (Sciences and Mathematics/Chemistry)
- Students: Jessica McCloskey, Eulalia Crabbe, Abdelhafid Toury (alternate)

In addition, the following serve on the committee ex officio:

- Voting: Willie Wimberly (SEEK Director)
- Non-Voting: Vita Rabinowitz (Chief Academic Officer), James Wang (Vice President for Administration)

With the exception of Prof. Wimberly all members participated in the work of the committee and with the exception of Ms. Crabbe and Mr. Toury all members attended most, if not all of the meetings.

The charge of the SBC is specified in the CHARTER FOR A GOVERNANCE OF HUNTER COLLEGE (last amended in 2006) in Article VIII, Section 9, paragraphs 2 and 3:

“The Committee on the Budget shall annually develop the guidelines which, on review by the Senate and approved by the President of Hunter College, will be followed by the departments in the preparation of their projected budgets. It will review the resulting consolidated annual budget of the College and report on it to the Senate. In addition, it will advise the President, at the latter's discretion, on the apportionment of instructional resources, budget, and space allocated to the College.”

Notwithstanding that the specific wording of these paragraphs is no longer fully compatible with the reality of the budget processes, the SBC strives to meet the original intent of this charge and to comply with its stipulations in spirit rather than by the letter.

Meetings

Given the lack of cooperation between SBC and the Hunter administration and the resulting inefficiency and ineffectiveness of the committee during the last two years, the committee chair postponed calling a first meeting and explored ways how SBC and the Hunter administration could cooperate more productively in the best interest of the college at the beginning of the fall semester. To this end, he met informally with VP Wang and Provost Rabinowitz, and both he and the Senate chair met with President Raab and VP Wang to explore ways how SBC and the Hunter administration could work together more effectively. As a result of these talks, President Raab offered to consider the SBC as a “Compact Advisory Committee” (mandated by CUNY) on a trial basis (to be reevaluated at the end of the academic year). The first meeting of the committee took place on November 3 with President Raab attending to be followed by a second meeting on December 1, in which President Raab gave a general overview on Compact 07.

The committee held additional meetings on December 14, February 7, February 21, March 7, March 21, and April 18 with VP Wang in attendance at all, and Provost Rabinowitz in attendance at most meetings. In addition, the committee chair and the Senate chair met with President Raab on April 12 upon her invitation to discuss how the new model of cooperation was working in practice.

The work of the committee was focused on new investment funds (Compact 07 as well as Graduate Investment Program) and the process of allocating these new funds. Given the very limited amount of information on current allocations of both tax levy

funds and funds from other sources (including philanthropy and funds generating by external grant activities as “overhead”) available to the committee, the committee did not see a way to develop suggestions for specific substantive investments which would appropriately balance the relative needs within the entire college community. Therefore, the committee chose to focus on the “processes” by which budgetary needs are articulated, assessed, and – to the extent possible – met.

Notwithstanding the primacy of general college concerns, at times the committee has and will continue to discuss particularistic concerns. Hearing such views is valuable, as it informs the committee about budget related concerns in specific segments of the Hunter community.

It is important to keep in mind that most of the annual tax levy budget (prior to the new investment programs) is already committed (e.g., for salaries and wages of people already employed, and the maintenance of the physical plant) leaving very little room for meaningful strategic planning. Only a few years ago, the main goal was to keep Hunter afloat, as the tax levy budget did not fund significant mandatory cost increases and in some years the meager budget was further reduced by across the board encumbrances imposed by the Governor. The Hunter administration has dealt with these serious challenges admirably.

But with the now certain continued funding of Compact 07 and the assurance by Chancellor Goldstein that Compact 08 plans for the senior colleges will be fully funded (despite a shortfall in the overall CUNY budget request for FY08) as well as new funds continually generated by the graduate tuition increase two years ago, Hunter is finally in a position where the budget allocation processes deserve a fresh and up-close look.

While it would have been preferable to talk to an even larger group, the committee decided to invite the deans of the four schools to discuss budget related issues and to learn about their views of the current resource allocation processes at Hunter as well as from their experience and expertise in this area more generally (as three of the four deans are relatively new to Hunter). More specifically, the committee invited the deans to share their views on the following issues:

1. (Process of) Allocation of funds between the schools
2. (Process of) Allocation of funds between departments and programs within your school
3. Effectiveness of annual reports and other periodic need assessments (like seven year plans following an external review) submitted by departments/programs as a tool of strategic planning
4. Budgetary priorities for Compact 08
5. Most pressing needs over the next few years

These discussions with the deans as well as the discussions with VP Wang and Provost Rabinowitz in February and March 2007 as well as the discussions with President Raab (on November 3 and December 1, 2006) have shaped the recommendations we are planning to present to President Raab (see below).

While the deans expressed general confidence that the resource allocations made between the competing needs of the various schools were fair and reasonable, the rationale for these decisions was not always easy to discern. There appears to be no clearly articulated vision or set of college goals to guide the process at large. Details on the deliberations of the SBC can be found in the (approved) minutes of the committee meetings which are available in the office of the Hunter Senate.

The more specific recommendations below are based on the general premise that

1. even with new investment funds available, Hunter will continue to experience significant budgetary shortfalls so that many valuable new initiatives/investments cannot be funded;
2. that acceptance of (budget) decisions is more likely when all parties are given an equal chance to state their case and the decision process is based on transparent criteria derived from a strategic development plan;
3. the strength of a college is critically tied to the active engagement of its core constituencies, students, faculty, and staff; faculty are more than just employees of a large corporation and students are more than just paying customers of this large corporation and the SBC sees itself as part of this engagement process.

Recommendations

- A. All schools should be asked to develop a strategic plan for their development over the next three to five years; currently, only one school has such a plan in place. The annual reports submitted by departments and other units can serve as starting points.
- B. Based on the strategic plans developed by the schools, the college should develop a comprehensive plan specifying allocation shares of new funds between the schools, but also allowing for flexibility to react to newly emerging needs and opportunities.
- C. The current practice of requiring departments and programs to submit annual reports specifying needs should be continued. However, these reports should be approved by the P&B committee of each unit after soliciting input from and discussion with the faculty at large. The reports – as approved by the departmental P&B -- shall be available to the Hunter community.
In addition, the role of departmental P&B committees should be strengthened and a larger share of OTPS funds (from all sources) including travel funds should be allocated to schools and departments rather than centrally administered.
- D. Proposals for the use of new funding – including but not limited to Compact funding – should be solicited well in advance to allow time for the development of proposals in line with longer ranging plans. While concrete memos setting specific deadlines and/or monetary figures for the submission of budgetary plans and proposals are often sent by CUNY on short notice, the general timetable is usually known well in advance and the additional time should be used for more sophisticated planning.
- E. The criteria for accepting budgetary proposals and their priority order should be explained to the Hunter community. The advice of the SBC should be sought for changes and adjustments which may become necessary or appear to be advantageous over the course of a fiscal year (as in the mid-year financial plans required by CUNY).
- F. Investment funds earmarked for personal services (“new lines”) should be used exclusively for this purpose using substitute appointments during the time needed to conduct proper searches (as permanent faculty positions often cannot be filled until the start of the next academic year). Furthermore, preference should be given to creating regular tenure track positions to be filled by searches originating from the academic departments.
- G. To facilitate greater involvement and support by the Hunter community, and to enable rational planning processes current allocations from all sources to schools, departments, and other units should be made more transparent. At a minimum, the funds for permanent personal services (“number of full time faculty lines”) per department/unit should be disclosed.