

MINUTES

Meeting of the Hunter College Senate

6 April 2005

The 452nd meeting of the Hunter College Senate was convened at 4:15 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 distributed.

Minutes: The Minutes of February 9th and February 23rd were approved as distributed.

Report by the President A summary statement of the President's Report is as follows:

"Good afternoon. I will make abbreviated comments because I know there is a lot on the agenda. We had a somewhat abrupt ending to the question part as distinguished from the discussion part on the Arts & Science Restructuring at the Open Meeting, and I want to make sure that if anyone had any other questions, they had an opportunity to ask them.

President Raab responded to a question raised by Professor Sandra Clarkson as follows:

Q: Why is there no PhD requirement for one of the associate deans' position in the area of Academic Affairs, and why was that decided?

A: If it is not, it is an oversight. I think it very clearly says tenured faculty.

Q: It says tenured faculty, but it doesn't say PhD. On the other...

A: It is just an oversight. It says senior academic with a demonstrated record of scholarship. I think that that assumes a PhD, but when re-written it will state "PhD." There will be a discussion today and I am certainly open to any further discussion, questions or comments, and if anyone wants to email me any of those, I hope you will feel free to do that.

President Raab continued her report and said:

I have just a few very quick announcements. I want to thank the chairs, deans, and also faculty who applied for the travel grants. We have allocated over \$50,000 between the three schools. We hope to learn from this pilot process and get a sense of what people used the money for, and what the needs were. We will have another pilot in the fall so that there will be other opportunities for people to apply, and we hope to have it a little more structured at that time so that we can learn what types of support faculty are most in need of and determine the most efficient selection process. In September the deans will be announcing a new round of applications and we will go on from there.

I also want to announce that we have launched a Faculty/Staff E-Bulletin, and I want to thank Deb Sack and Anne Prisco who are the editors and authors of this. We are looking for a way that will not overload everybody with information, but yet find a way to let people know about meetings and events that are happening. Jason Young has been working with us for about a year and a half on behalf of the FDA about how events, meetings and discussions get posted and what would be the most efficient way to do that. I am getting emails regularly from faculty telling about honors and awards, and we want to have some place to celebrate all of this. The bulletin

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will cover events on campus, meetings on campus, faculty awards, faculty news, and faculty opportunities. So, if there are grants that we are hearing about or sessions such as Gender Equity or the Teaching and Learning Center, this will all be in the Faculty and Staff Bulletin. It is modeled after the Student E-Bulletin for which we have been getting some very good feedback. We are also trying to make it as link-oriented as possible, so that you can take a quick look and see what you are interested in and link onto that. Please help us out by sending us information. We are looking forward to hearing from all faculty about what is happening. Our goal is to do this at least once a month, and maybe more.

As many of you know, we have had the wonderful opportunity of receiving a very significant grant from the Mellon Foundation to look at our undergraduate education. This came about through talks with the President and the Vice-President of the Mellon Foundation, both of whom will be moving on from their post in the next year and a half. They take a very strong interest in Hunter College and what it represents for high quality urban education. I have spent a lot of time talking about Hunter, particularly with the Vice-President, and getting them to know Hunter and supporting us as an institution. We don't have the money in hand yet, but we are very confident that we are looking towards a \$100,000 planning grant for the summer which would lead to at least a half a million dollar grant. This would allow us to do something that we really cannot afford with our tax-levy situation, which is to bring in faculty and students and administration to talk about how we can make improvements to give people release time so they can be part of this process, to hire some experts to do some assessment, and look at models from other schools. There are a couple of things within this grant that are of particular interest to me and they are things Mellon is interested in as well, i.e., the possibility of doing more with international study and study abroad and how can we use technology. Should we do more than we are doing now? What is the role of more online courses in this university? We should have a full discussion and make sure that we are looking at whatever the state of the art is in this discussion. We should continue the great work that has been done to improve the Freshmen experience and work with the committee that has been formed to help improve ORSEM, but we should also think through other things such as evaluating the current block system, and how do we do a really effective freshman orientation in a commuter school. There are a lot of things that these funds can do. They will be available for release time, for hiring experts or outside academics from other institutions to share information or to do assessments. It is very clear that whatever proposals for curriculum change come out of this process will come to the Senate. So, this is a very beginning conversation, a collection of ideas and assessments of many things that other places are doing, and an ability to have the freedom through a really significant grant to improve the undergraduate experience at Hunter College.

The President yielded the floor to Acting Associate Provost Griffel, who said:

"I think we want to look at the Freshman Block Program more carefully and figure out how many students should participate in it, and whether the Block Program should become something that the Senate considers a required way of starting undergraduate work. How can we construct effective learning communities? Can we develop a freshman course for one credit, or two credits, for two hours, or one hour, or three hours--a course where a professor might choose a favorite topic and deal with it as a way of introducing the college experience, introducing the notion of research and writing and relating things that you learn in one course with things you might learn in another. These are just some of the kinds of questions. We are now working on these problems in a number of separate committees, such as the Senate's Select Committee on the First Year Experience, the Block Committee in the Provost's Office, and the ORSEM group. I would like to bring all of these groups together around one table and discuss the experience for new students. I think we also have to look at transfer students, because they are about 2/3s of our undergraduate population. This money would enable us to do it all without totally exhausting the Senate membership, which has been working for years on this. Thank you."

He then yielded the floor to President Raab, who said:

"I had hoped to spend a little time today talking about fund-raising but I know we are running close on time. Betsy Bowman, Betsy King Montello and I are hoping to come back in the next week or two to give a presentation. I want to announce a particular program and ask for everyone's help, because everyone will have an answer to this question. Do you know anyone whose mother went to Hunter? Say you do. Now the question is whether they have money to start a scholarship? We started a program and, as everyone knows, at least 99% of all New Yorkers' mothers, aunts, or grandmothers went to Hunter, and we know that people who are telling this are usually very successful. I have started to say to them that your success is obviously directly related to the incredible free or low cost education your mother had in this amazing institution, so therefore you should help today's students get what your mother had in this amazing institution and help endow a scholarship. We have turned this into a Mother's Day campaign. We have sent out a couple of hundred letters to husbands and children of Hunter alums. The letters were signed by four alums that have pledged to give money, and one of them has already given \$50,000 in scholarships. So, it is not coming from us, but it is coming from them saying "look what we did for our mother and you should do it too," and if your mother has passed it would be an honor, and if she is alive she can celebrate by opening the New York Times on Mother' Day and seeing her name in an ad. We have already raised over \$250,000. The letters just went out a few days ago, and it is actually quite fun to see how emotional people are getting over this. So, if you do have any names, just please send them to Betsy or to me. We will research them and see if we can reach the children, and we will report back.

I was going to introduce the newest member of the Hunter community, Ryan Herzog, who is Laura Schachter's baby, who just went outside to not make anymore noise."

**Report by the
Administrative
Committee:**

Professor Tronto presented the report as follows:

Approved Curriculum Changes

The following curriculum changes as listed in the report dated 4/6/05 were approved as per Senate resolution, and were submitted for the Senate's information: Items US-1427A (Film & Media Studies), US-1429 (Biological Sciences), GS-632 (Film & Media Studies), and GS-636 (Geography).

Election of Panels for Search Committee for Dean of the School of Arts & Sciences

She presented the "Voting Procedures" and the following list of nominees as distributed:

Nominees for Chair Panel:

Charles Guzzetta (School of Social Work)
Anthony Picciano (Curriculum & Teaching)
Maria Rodriguez (SEEK)
Laurie Sherwen (Dean, Schools of Health Professions)

Nominees for Member Panel:

Humanities & Arts:

Classical & Oriental Studies: Elizabeth Beaujour
English: Cristina Alfar
German: Annette Kym
Music:
Philosophy: Christa Acampora
Romance Languages: Giuseppe Di Scipio
Theatre: Jonathan Kalb

FACULTY:

STUDENTS:

Patrick Rivers

Social Sciences:

Anthropology: David Hodges
Economics: Howard Chernick
Political Science: Eva Bellin
Psychology: Vanya Quinones Jenab
Sociology: Manfred Kuechler

Sciences & Mathematics

Biological Sciences: Mitchell Goldfarb
Computer Science: Virginia Teller William McCaig
Chemistry: Dixie Goss
Geography: Charles Heatwole
William Solecki
Mathematics & Statistics: Ada Peluso
Physics & Astronomy: Godfrey Gumbs
Kristina Lechowski (Honors/Music)
Taina Borrero (Political Science)
Catherine Mietek (Political Science)
Abba Belgrave (Political Science)

From these nominations the Senate elects a chair panel of three, and a member-panel of 8 faculty and 6 students. From these panels the President chooses a chair, 3 students and 4 faculty members to serve on the search committee.

After discussion, it was moved that the Secretary be instructed to cast a single ballot in favor of the student nominees for the Member-Panel. The motion carried by voice vote.

Tellers were appointed, and written ballots were then distributed for the election of the three candidates for the Chair Panel.

While awaiting the results of voting by written ballots, the Senate moved on to the next item of business.

Tellers were appointed, and written ballots were distributed for the election of eight faculty members for the Member-Panel.

The ballots were corrected by adding the following two nominees whose names were erroneously omitted from the ballot:

Ada Peluso (Mathematics & Statistics)
Godfrey Gumbs (Physics & Astronomy)

While awaiting the results of voting by written ballots, the Senate moved on to the next item of business.

Resolution Concerning Search for Assistant Vice President for ICIT

Professor Tronto presented the following resolution as distributed:

BE IT RESOLVED, that the Hunter College Senate declares that a College-Wide Search is not necessary to fill the post of Assistant Vice-President for ICIT given the circumstances and nature of this appointment, and,

BE IT FURTHER RESOLVED, that the Hunter College Senate declares that it shall waive the application of the *College-wide Search Procedures* in this case.

After discussion Dean Chin moved that the motion be postponed to the next meeting. The motion carried by voice vote.

It was requested that the old and new job descriptions and a Hunter Organization Chart be included in the next Senate mailing.

Announcement of Election Results for Chair-Panel:

Voting by written ballot for the Chair-Panel of the Search Committee for Dean of the School of Arts & Sciences produced the following results:

Charles Guzzetta:	58 votes
Anthony Picciano:	57 votes
Maria Rodriguez:	52 votes
Laurie Sherwen:	44 votes

Professor Guzzetta, Picciano, and Rodriguez were declared elected.

**Committee
Reports:**

Nominating Committee

Dr. Marilyn Rothschild, Chair of the Committee, presented the following nominations for seats currently vacant on Senate Committees:

Undergraduate Course of Study Committee

Faculty from Education: Gess LeBlanc (Educational Foundations)

Undergraduate Academic Requirements Committee

Faculty At-large:	Anne Ediger (Curriculum & Teaching)
Faculty At-large:	Joanne Spurza (Classical & Oriental Studies)
Student:	Charles Davi (Computer Science Major)

Committee on Student Standing

Faculty: Sue Neville (School of Nursing)

Budget Committee

Faculty from Humanities & Arts: Tami Gold (Film & Media Studies)

Committee on the Library

Students: Colleen Boris (Women's Studies Major)
Joshua Thomas

Teacher Evaluations Committee

Faculty Alternate: Barbara L. Hampton (Music)

Select Committee on Performance Measures & Outcomes Assessment

Faculty from Humanities & Arts: Alicia Ramos (Romance Languages)

Select Committee on the First Year Experience

Faculty:	Sarah Chinn (English)
Faculty Alternate:	Jack Salzman (History)

Staff: Kimberly Engber (School of Arts & Sciences)

Select Committee on Academic Freedom
Peter Adamson (Assistant Director of Residence Life)

It was moved that the nominations be approved as a packet. The motion carried by voice vote.

Undergraduate Academic Requirements Committee

On behalf of the Committee, Professor Tronto presented the following revision for page 59 of the Undergraduate Catalog (new wording is underlined):

<u>Total Credits Earned-Computed for the GPA (A+ through F, WU, and FIN)</u>	Cumulative GPA (Index)
0-12	1.5
13-24	1.75
25+	2.0

The revised wording was approved by voice vote.

Budget Committee

Professor Manfred Kuechler, Chair of the Committee, presented the report that was distributed (see Appendix II). He then added an update to the report. The following is a summary statement of his comments. He said:

"I want to inform you of a couple of recent developments so that you will be fully informed. I want to point out briefly that the reason for the report is that we had extreme difficulties, and we still having extreme difficulties, in getting the information that we need for our work. This administration has stopped the practice of previous administrations to routinely share reports that are generated with the Senate Office. I have gone through the files in the Senate Office and saw what kinds of documents were provided in the past, and none of them are forthcoming now.

The most egregious thing really is our request for information about the Hunter Foundation. By law these are documents that are in the public domain and should be provided upon request to any interested person. For instance, last October we requested one of these reports that was completed in May 2004, and we finally received it this last Monday, five months later. Again, for documents that are in the public domain the committee had to file a request under the Freedom of Information Act to get a number of these documents.

I want to end on a positive note. We have finally received the IRS Forms 990 and CHAR 497, and I am hopeful that this may be the beginning of a new area in which the administration does not try to keep every piece of information from us, but will help us to base our findings on complete and accurate information."

Vice President Zinnanti stated for the record that: "the Budget Committee Report was distributed and received by my office on March 30th. What the report does not include was that on the 22nd I sent a letter to the Chair of the Budget Committee stating that the available materials would be forthcoming. On the 29th of March the first set of information was sent, and on the 4th of April the second set of information was sent."

Discussion of President Raab's Recommendations for the School of Arts & Sciences Structure
Professor Clarkson moved for approval of the following resolution:

BE IT RESOLVED, that the Hunter College Senate finds President Raab's Report on the Restructuring of the School of Arts & Sciences to the Hunter College Senate unacceptable.

She then stated the following:

"The report is incomplete. There is no clear description of the structure of the Office of the Dean of Arts and Sciences beyond the job descriptions of the three Associate Deans. What are the Dean's areas of responsibility? How does the Dean's responsibilities fit with those of the Provost? Who decides the budget of the Arts and Sciences and who controls it? In answer to my question at the open meeting, the President said that she could not write the job description for the Dean's position--that the Search Committee would write it. However, that is clearly not what happens. The Search Committee may determine the wording of the description, but the President clearly defines the roles of the Dean, the Provost, etc. And it is less than clear how the Dean, the Provost and the VP for Student Services will carve up the various areas of responsibility.

The report is incorrect. The President's report and her answers to questions about it seem to indicate that curricular jurisdiction still needs to be determined; and the Department Chairs are apparently invited to discuss this matter. But Curriculum is clearly a Senate responsibility.

The report is ambiguous. There are unanswered questions about the policy-making authority of the various associate deans described in the report. One of the points the President made in the Open Meeting was that these Associate Deans would be able to make decisions. If their roles are policy-making, then who gives them their authority...must they check with the Dean first or do they also report directly to the President. Is their decision-making ability inherent in the role? How are the searches to be conducted? Frank Kirkland's document indicated that they would be internal hires; is that what the President intends or will there be a national search?

Clearly, the President does not have to justify her plan to us and doesn't need our approval. However, I urge you to vote for this resolution in order to create a public record of the Senate's displeasure with this insubstantial report."

After discussion the question was called and carried.

Written ballots were distributed upon request. While awaiting the results of voting by written ballot the Senate moved on to the next item of business.

Announcement of Election Results for Faculty for the Member-Panel:

Voting by written ballot for faculty for the Member-Panel of the Search Committee for Dean of the School of Arts & Sciences produced the following results:

Beaujour:	45 votes
Alfar	24 votes
Kym	38 votes
Acampora	27 votes
Di Scipio	47 votes
Kalb	39 votes
Goldfarb	16 votes
Teller	29 votes
Goss	32 votes

Heatwole	16 votes
Solecki	6 votes
Peluso	33 votes
Gumbs	26 votes
Hodges	46 votes

Chernick	19 votes
Bellin	35 votes
Quinones Jenab	24 votes
Kuechler	41 votes

The following were declared elected:

Professors Beaujour, Di Scipio, Kalb, Goss, Peluso, Hodges, Kuechler, Bellin.

Because of the late hour, the meeting adjourned at 5:25 PM.

Announcement of Election Results for Resolution on lines 345-346 above:

Voting by written ballot produced the following results: 38 in favor, 23 opposed, and 10 abstentions.

Respectfully submitted,

Anthony Picciano,
Secretary

Appendix II Report by the Committee on the Budget

The Senate Budget Committee is charged by the Hunter College Governance Charter with reviewing College budget and expenditures, and subsequently making recommendations to the Senate that, if approved, would be forwarded to the President. This process is an important part of the shared governance described in the Charter. Further, it is a significant element of the free discourse and open discussion that are essential to the academic tradition.

Unfortunately, the current administration has not been cooperating and has kept the Committee on the Budget from discharging its duties in a timely manner. While at times information requested by the Committee on the Budget may not be easily available and/or require a significant extra effort on part of the administration to collect and prepare for sharing, the current administration has

- abandoned the established practice of previous administration to supply the Senate office with copies of routinely generated documents (like expenditure overviews, tuition collection summaries, etc) which need to be prepared for CUNY Central anyway;
- supplied only a bare minimum of information on other requests (like a one page summary of mandated salary increases in response to the committee's request to provide the "complete input Hunter College provided for the 2005-2006 CUNY budget request";
- and refused to supply even already prepared reports (on the Hunter Foundation) which by law are in the public domain and which have to be made available upon request to anyone (see details in the appendix).

In the Fall 2004 semester, the committee has made extra efforts to obtain the information necessary for its work (e.g., by members filing Freedom of Information Law (FOIL) requests with NYS Department of Justice and by sifting through voluminous monthly "University/Chancellor's Report" to extract Hunter relevant information), but given the lack of support staff this time consuming process has slowed the work of the committee.

The committee will make every effort to present the Senate with substantive findings and/or recommendations on several important issues (see work program in the appendix) before the end of the 2004/2005 academic year, but the committee is also mindful to base any findings and/or recommendations on complete and accurate data.

Appendix:

A. Work Program for Spring 2005

The committee agreed to focus on two issues during the spring semester 2005

- Income from non tax-levy sources including fundraising, endowment building, grant overhead, and use of such funds
- Increasing administrative efficiency

Both issues are related to the larger and continuing problem of adequate funding for the college. While the committee fully supports all efforts to increase support by state and city, there is little the committee can do in terms of offering recommendations on how to achieve this goal.

Given the continuing and likely becoming even more acute shortage of tax levy funding, the committee considers raising funds from private sources, building an endowment, and effective use of such funds as crucial to the mission of the college. The committee is also mindful that Hunter College will have to

Appendix II (continued):

formulate a "case statement" and develop detailed plans for its part in the CUNY campaign by the end of the academic year.

At the same time, the committee sees great importance in making the most of the limited funds available by increasing administrative efficiency especially in the area of academic planning. Because of the committee's responsibility to review financial issues and to make suggestions to the Senate for recommendations to the administration, the committee will review number, nature/job description, and salary level of administrative positions in the offices of President, Provost, and Deans including but not limited to positions on the Executive Compensation Plan. The committee will also review the question of compensation for department and program chairs during the summer with the goal to develop a comprehensive recommendation on how much money should be allocated to these administrative functions overall and on priorities among these.

B. Obtaining Information on the Hunter Foundation

Oct 30, 2004:

As advised on the Hunter College web site (on a page no longer available), the committee chair contacted Mr. John Brundage (a Hunter College employee with the job title "Director of Development" -- according to the FY 2002/2003 IRS Form 990) and requested "copies of the annual reports for the last three years." In return, with an accompanying note dated Nov 3, 2004, the committee chair received a copy of the filed IRS Form 990 for FY 2001/2002, the suggestion to retrieve 990 forms for other FY from the web (www.guidestar.org), and a copy of the "Honor Roll of Donors 2000-2002" which Mr. Brundage claimed represented annual report/financial statement for the Hunter Foundation.

Nov 7, 2004:

The committee chair contacted Mr. Brundage again, this time asking specifically for copies of any audited financial statements filed with the Charities Office of the NYS Attorney General (such filings are public records as specified in Part 100 of Title 13 NYCRR). He did not receive any response.

November 11, 2004:

During a meeting of the Senate Budget Committee VP Zinnanti asked that all requests for information be directed to him. The same day, the committee chair contacted VP Zinnanti via e-mail and requested "financial statements and annual reports for the Hunter Foundation (as specified in paragraph 172-b of Article 7-A of the Executive Law -- as of June 2003) for the last 5 years."

November 16, 2004:

The committee chair received VP Zinnanti's response: "The Hunter College Foundation material will be provided at a future date."

November 23, 2004:

The committee chair renewed his request and provided an extensive explanation of why the Senate Budget Committee was interested in these documents and why these documents were crucial for the work of the committee. The complete message became part of the minutes of the committee meeting on December 2, 2004 (as appendix 2).

This message was sent in the morning of Nov 23, 2004; in the afternoon, a copy of the "Honor Roll of Donors 2002-2004" was delivered to Senate office.

March 10, 2005:

The committee chair renewed his requests for those completed IRS 990 and CHAR 497 forms not already obtained via other channels (Guidestar web site, via FOIL requests to NYS Charities Bureau).

March 16, 2005:

VP Zinnanti acknowledged receipt of this and other requests and stating: "I will take them under advisement."

(Under FOIL, an acknowledgement has to be sent within five business days and a notification whether the requested documents will be made available has to be made within 30 days.)