

TO: Members of the Hunter College Senate
FM: Senate Administrative Committee
RE: Meeting of the Hunter College Senate

WEDNESDAY, 4 May 2016, from 3:30 to 5:25 P.M., Room W714

AGENDA

- 1. Minutes of March 9 and March 30**
- 2. Report by the President**
- 3. Report by the Administrative Committee**
 - a) Approved Curriculum Changes**

The following curriculum changes as listed in the attached Report dated 4 May 2016 have been approved as per Senate resolution and are submitted for the Senate's information. Items: US-2062 Chemistry (New courses) and GS-1095 Chemistry (New courses).
 - b) Creation of Ad-hoc Sub-Committee in Hiring Practices**

A subcommittee of the Committees on Academic Freedom and Departmental Governance
 - c) Announcement: We are accepting nominations for Search Committee for Chief Librarian**
- 4. Committee on Charter Review: Second Reading** (amendments may be proposed and voted on)
- 5. Report by the Master Plan Committee**
- 6. Committee on General Education**

Resolution on the Hunter Focus
- 7. Old Business**
- 8. New Business**

MINUTES

Meeting of the Hunter College Senate

30 March 2016

1 The 583th meeting of the Hunter College Senate was convened at 3:46 PM in HW room 714.
2

3 **Presiding:** Abdul Rad, Vice Chair
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5 **Attendance:** The elected members of the Senate with the exception of those marked absent in Appendix I.
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7 Alternate Senators were formally seated in accordance with the procedures approved by the
8 Senate, and clickers were distributed to them.
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11 **Report by the** Vice Chair Rad moved to have to agenda amended to allow Professor Eckhard Kuhn-Osius to.
12 **Undergraduate** present the report on behalf of the committee.
13 **Course of Study**
14 **Committee** Professor Eckhard Kuhn-Osius reported the following:
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16 "I do not have the final wording yet for the liberal arts issue. As you recall New York State as of
17 2008 required that a BA degree requires that 90 credits be in LA and for a BS 60 credits have to be
18 LA. The idea for this is to limit degree mills that award degrees to students for technical courses
19 with no broad learning. This is affecting mostly transfer students. To alleviate this issue, we went
20 back and forth on how to fix it, and instead of second-guessing the departments on what courses
21 should count as LA we are asking them to submit a formal list of courses that should be
22 designated as "Liberal Arts". The list must be approved by the relevant departmental curriculum
23 committee but does not have to go through the full department or dean's curriculum committee,
24 but can be submitted directly to the Undergraduate Course of Study Committee to streamline the
25 approval and have the courses appear in the June 2016 Chancellor's University Report. In addition
26 to this, we are asking the departments to develop a prefix that will allow students and advisor to
27 know if a course belongs to liberal arts or not. The final wording will be brought to the Senate in
28 the future as we wait to hear from the departments on this first."
29
30

31 **Report by the** **a) Special Senate Election for Vacant At-large Seats**
32 **Administrative** In accordance with Article IV, 2H i & ii the Charter for a Governance of Hunter College, the
33 **Committee:** Administrative Committee is presenting the names of all nominees received to date, if any.
34
35 Faculty: Stanley Moses (Urban Policy and Planning)
36 David Capps (Dance)
37 Betsy Cooper (Dance)
38 Kathleen Isaac (Dance)
39 David Keepnews (Nursing)
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41 It was moved that the secretary be instructed to cast a ballot in favor of the nominees. The motion
42 passed by voice vote without dissent
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50 **Minutes**
 51 **Meeting of the Hunter College Senate**
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53 **b) Resolution to Change Structure of Senate Committee on General Education**

54 Vice Chair Rad read the resolution into the record:

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 56 **RESOLUTION RE CHANGE IN STRUCTURE OF**
 57 **SENATE COMMITTEE ON GENERAL EDUCATION**
 58

59 RESOLVED: The structure of the Hunter College Senate Committee on General Education shall
 60 be altered so as to permit the election of Deputy Chair.

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 62 Mr. Rad said the following:

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 64 “This is being done as the committee is going to meet with greater frequency and this will allow
 65 the committee to meet if the chair is unable to attend. They are currently working on institutional
 66 learning outcomes, and they also have to undertake a review of current issues on the Hunter Core
 67 Requirement.”

68
 69 A motion to call to question was called and seconded.

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 71 The resolution was approved as presented without dissent by voice vote.
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 73

74 **Committee**
 75 **Report:**

74 **Committee on Charter Review: First Reading of Proposed Amendments**

75 Professor Thomas DeGloma, Chair of the Committee on Charter Review, presented the report
 76 dated 30 March 2016 for the First Reading of the Proposed Amendments to the Charter for a
 77 Governance of Hunter College. The report is attached as Appendix II.
 78
 79

80 **Report by**
 81 **The President:**

80 President Raab said the following:

82 “I just want to brag that Mr. Rad got into a graduate program at Oxford. I just want to say how
 83 proud we are of you. I just wanted to thank everyone for your letters and email to the governor and
 84 state legislature. It does look like he has pulled back on the 485 million dollar cut to the senior
 85 colleges. It was tempered this year in asking for the maintenance of effort which has not been
 86 funded the past two years and leads to the three percent cuts all campuses took this year. We are
 87 still in a holding pattern on if these marginal increases for this year will be funded. We are also
 88 uncertain if there will be funding for the current contract negotiations. There were good signs
 89 earlier in the week and now it is uncertain again.
 90

91 Another area that concerns us is the funding for capital projects. The good news is that the
 92 Assembly did put money in the CUNY Budget, and a significant portion of it is for our project.
 93 The amount reported would get us through another year of construction. The overshadowing
 94 CUNY issue is the Medicaid funding that became the focus after the governor pulled back on
 95 CUNY funding. We have CUNY folks along with a lobbyist we hired for our project up there and
 96 are awaiting more information on the final budget. I wish I had better and more particular news on
 97 the budget, but as soon as we know the final details, we will let everyone know.
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99 Two pieces of good news to share are that we just received a half a million dollar grant from the
 100 Mellon Foundation to create a pipeline of a diverse workforce in the cultural arena in the city. It
 101 will allow us to build internship opportunities for juniors across the city. I also wanted to thank
 102 everyone here involved in bringing back our nutrition program to Hunter. As you may know, the
 103 program was included in the programs that were moved to the new CUNY School of Public
 104 Health. The state has voted to return it back to us. I also wanted to thank everyone who participated
 105 in the Major Day; we had almost 300 students talk with faculty about majors, minors, and
 106 certificate programs. We are also grateful to Mitch and ICIT as we had a breakthrough to getting
 107 better access to faster Wi-Fi and eliminated the ten minute time out, and implemented an
 108 automatic connection to it when you are in the range of the campus.”

109 **Minutes**
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112
 113 **Committee** **Committee on Academic Freedom**
 114 **Report:** Professor Sarah Chinn, Chair of the Committee on Academic Freedom, read the Revised Mission
 115 Statement for the Committee on Academic Freedom.

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 117 **Revised Mission Statement for the Hunter College Standing Committee on**
 118 **Academic Freedom**

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 120 Academic freedom extends to all members of the Hunter College community. At its core, it
 121 constitutes the freedom to conduct research, teach, speak and publish, subject to the norms and
 122 standards of scholarly inquiry, without interference or penalty, wherever the search for truth and
 123 understanding may lead. For faculty both individually and in the context of shared governance, it
 124 comprises the freedom, based on expertise in the field, to design and implement curriculum and
 125 evaluate colleagues within the structures elaborated by the CUNY Bylaws and the Hunter College
 126 Senate. For instructors both part-time and full-time, it consists of teaching, evaluation of students,
 127 research, creative activity, and publication within their areas of expertise, as well as the freedom to
 128 speak extramurally. Academic freedom is of paramount importance in the realms of
 129 reappointment, tenure, and promotion. For students, academic freedom consists in the ability to be
 130 free in the classroom, laboratory, and other College spaces to express the widest range of
 131 viewpoints in accord with the standards of scholarly inquiry.

132
 133 The charge of the Hunter College Senate Standing Committee on Academic Freedom includes:

- 134
 135 • To monitor, examine, and report annually to the Senate on the status of academic freedom at
 136 the College;
 137 • To make appropriate recommendations regarding academic freedom policies and practices to
 138 the college's governance bodies and, as appropriate, through those bodies to the University
 139 Faculty Senate;
 140 • To investigate possible violations of academic freedom. Structurally, investigations into
 141 academic freedom complaints neither replace nor serve as an alternative to pre-existing
 142 grievance or appeals procedures, including but not limited to the functions of Ombuds officer,
 143 departmental appeals, collective bargaining, and complaints handled by the Dean of Diversity
 144 and Compliance.

145
 146 Structurally, investigations into academic freedom complaints neither replace nor serve as an
 147 alternative to pre-existing grievance or appeals procedures, including but not limited to the
 148 functions of Ombuds officer, departmental appeals, collective bargaining, and complaints handled
 149 by the Dean of Diversity and Compliance.

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 151 The question was called and carried.

152
 153 The Mission Statement was approved as presented by voice vote without dissent.

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 156 **Report by the Master Plan Committee:**

157 Vice Chair Rad asked that the Report by the Master Plan Committee be postponed until the April
 158 6 meeting of the Hunter College Senate as the committee was still in the process of finalizing its
 159 report.

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169 **Minutes**
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172
173 **New Business:** Professor Elke Nicola wanted to make a concern known that came out of the Joint FDA/PSC-
174 CUNY meeting earlier in the day where a member of Public Safety Staff made the statement that
175 the Faculty Lounge, in order to be booked, needs to have the approval from them and if additional
176 security is required that it would have to be paid for the organizers of the group. Acting Vice
177 President Robert Pignatello said that he was somewhat aware of the incident and will be meeting
178 with the Director of Public Safety to clarify this, as they do not have a say in the reservation of
179 space.

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182 Due to the late hour, it was moved that the meeting be adjourned. The motion carried, and the meeting
183 adjourned at 5:04 PM.

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187 Respectfully submitted,

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190 Thomas DeGloma
191 Secretary

APPENDIX I

The following attendance was noted from the meeting

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

Faculty						
AFPRL	Anthony Browne	A	Mathematics & Statistics	Sandra Clarkson	E	
	Denis Milagros	(A) A		Verna Segarra	A	
	Edgardo Melendez	(A) X		Pat Burke	(A) A	
Anthropology	Jackie Brown	A	Medial Laboratory Sciences	Rob Thompson	(A) A	
	Mike Steiper	(A) X		Hongxing Li	A	
	Marc Edelman	(A) X		Robert Raffaniello	(A) X	
Art & Art History	Harper Montgomery	A	Music	Dean Johnston	(A) X	
	Carrie Moyer	X		Jewel Thompson	A	
	Daniel Bozhkov	(A) X			(A)	
Biological Sciences	Nebahat Avcioglu	(A) X	School of Nursing	Michele Cabrini	(A) X	
	Derrick Brazill	X		Christine Anne Ganzer	A	
	Shirley Raps	A		Abigail Kotowski	A	
	Paul Feinstein	(A) X		Lynda Olender	(A) E	
Chemistry	Maria Pereira	(A) X	Philosophy	Justin Garson	X	
	Akira Kawamura	A		Omar Dahbour	(A) X	
	Gabriela Smeureanu	(A) A		Laura Keating	(A) A	
Classical & Oriental Studies		(A)	Physics & Astronomy	Marilyn Rothschild	A	
	Joanne Spurza	X		Ying Chen	(A) X	
	Larry Kowerski	(A) A		Kelle Cruz	(A) A	
Computer Science		(A)	Political Science	Rachel Schutte	X	
	Lei Xie	A		Jill Schwedler	(A) X	
	Felisa Vasquez-Abad	(A) X			(A)	
Curriculum & Teaching		(A)	Psychology	Roseanne Flores	A	
	Jody Polleck	X		Joseph Lao	A	
	Jason Wirtz	A		Peter Serrano	(A) X	
	Stephen Demeo	(A) X		Peter Moller	(A) E	
Dance	Ben Shuldiner	(A) X	Physical Therapy	Herb Karpatkin	X	
	David Capps	X		Tom Holland	(A) X	
	Betsy Cooper	(A) X		Milo Lipovac	(A) X	
Economics	Kathleen Isaac	(A) X	Romance Languages	Julie Van Peteghem	X	
	Timothy Goodspeed	X		Rolando Perez	(A) X	
				Monica Schinaider	(A) A	
Educational Foundations & Counseling	Avi Liveson	(A) X	School of Social Work	Terry Mizrahi	A	
	John Li	(A) X				
	Veronica Muller	X		Samuel Aymer	(A) X	
	Alexander Fietzer	(A) A			(A)	
English	John Keegan	(A) X	Sociology	Mark Halling	X	
	Leigh Jones	X		Mike Benediktsson	(A) X	
	Sarah Chinn	A			(A)	
Film & Media Studies	Steven Wetta	(A) A	Special Education	Elizabeth Klein	A	
	John Keegan	(A) X		Jennifer Klein	X	
	Ricardo Miranda	X		Kristen Hodnett	(A) X	
				Susan Wortsman	(A) A	
Geography			Speech-Language Pathology and Audiolo	Donald Vogel	X	
	Joseph McElhaney	(A) A			(A)	
	Larry Shore	(A) A		Theatre	Jonathan Kalb	X
	Haydee Salmun	X			Louisa Thompson	X
	Jochen Albrecht	(A) A				(A)
German	Carsten Kessler	(A) X	Urban Affairs	Jill Simone Gross	(A) A	
	Elke Nicolai	A		Stanley Moses		
	Eckhard Kuhn-Osius	(A) A			(A)	
History		(A)	School of Urban Public Health	Franklin Mirer	(A) X	
	Rick Belsky	X				
	Manu Bhagavan	(A) X		Women & Gender Studies	Jennifer Gaboury	(A) A
Eldor M ehilli	X	Rupal Oza	E			
Mee' Len Hom	A	Catherine Raissiguier	X			
Library	Sarah Ward	A				
	Adina Mulliken	(A) E				
	Danise Hoover	(A) X				

Students

Denise Bolognino	E
Maria Pia Sifuentes	X
Abdul Rad	A
Stephen Icaza	X
Stephanie Barragan	A
Albiona Aga	X
Christine Hirt	X
Sandra-May Flowers	X
Jonathan Ayala	X
Michelle Zak-Strzalka	X
Stephen Icaza	X
Jonah Garnick	X
Tamzeed Rahman	X
Ashley Wong	X
Sadal Ayaz	X

At-Large, Lecturers and Part-Time Faculty

Student Services	Shannon Salinas	A
	Brian Maasjo	(A) A
Mathematics & Statistics	Bill Williams	E
Sociology	Thomas DeGloma	A
Library	Jocelyn Berger-Barrera	A
English	Jeff Allred	A
THHP	Sarah Jeninsky	X
Mathematics & Statistics	Barbara Barone	E
Nursing	David Keepnews	A
Music	Brad Stoller	X
Urban Affairs & Planning	Elaine Walsh	A
Urban Affairs & Planning	Laxmi Ramasubramanian	A
History	Bernadette McCauley	A
SEEK	Sunday Coward	X

Ex-Officio

President, USG	Chika Onyejiukwa	X
Vice President, Graduate Student Association	Kelly Homenick	X
President Alumni Association	Patricia Rudden	A
President, HEO Forum	Dana Reimer	A
President, CLT Council	Amy Jeu	X

ADMINISTRATION

Senators:		
HEO/CLA Representative	Marylin Daley-Weston	A
Vice President for Student Affairs	Eija Ayravainen	A
Vice President for Administration	Robert Pignatello	A
Provost, Acting	Lon Kaufman	A
Dean, School of Arts & Sciences	Andrew Polsky	A
Alternate Senators (3):		
Dean of Education, Acting	Jennifer Tuten	X
Special Counsel to the President & Dean	Laura Hertzog	A
School of Nursing	Dean Gail McCain	A

TEMPORARY REALLOCATION OF SEATS (clickers)

Department/Program:		
Asian American Studies Program		
Religion	David Cerequas	X
Religion	Barbara Sproul	X

APPENDIX II
FIRST READING OF PROPOSED CHARTER AMENDMENTS

Article/ Section	Current	Proposed	Rationale
Title	CHARTER FOR A GOVERNANCE OF HUNTER COLLEGE	CHARTER FOR <u>THE</u> GOVERNANCE OF HUNTER COLLEGE	
I	Section 1 The Hunter College Senate shall be established as the legislative body of the College with authority to determine College policy on all matters not reserved now or hereafter by Education Law or Board of Trustees Bylaws to the President of Hunter College, to other officers or duly constituted bodies of the College or The City University, or the Board of Trustees. Section 2 (initial Meeting) Effective as of the first meeting of the Senate, the present Hunter College Faculty Council is to be considered dissolved and its powers assumed by the College Senate under terms of this Charter.	Section 1 The Hunter College Senate was established as the legislative body of the College with authority to determine College policy on all matters not reserved now or hereafter by Education Law or Board of Trustees Bylaws to the President of Hunter College, to other officers or duly constituted bodies of the College or The City University, or the Board of Trustees. Section 2 (initial Meeting) Effective as of the first meeting of the Senate, the present Hunter College Faculty Council was considered dissolved and its powers assumed by the College Senate under terms of this Charter.	
II.3	There shall be completed, no later than by the end of the third year, a thorough and impartial review of the composition, structure, and functions of the College Senate by a group empowered to propose, should it so deem necessary, a new version of the governance charter or major revisions thereof in the form of amendments for referendum (Article XIII) and submission to the Board of Trustees, if required. In the meantime, the Senate will use the latitude afforded it under this Charter for continued development of organization and procedures in order to fulfill its mandated functions effectively.		
III.1	The Hunter College Senate shall have 100 Senators and Alternates sufficient in number to provide <u>one</u> faculty alternate for each department, being composed of 57% faculty members, 38% students and 5% representatives of the administration, with seats reserved in the following proportions: 44% Professors, Associate Professors, Assistant Professors, and Instructors on full-time appointments. 13% Lecturers (full-time) , Lecturers (part-time), Adjunct faculty, and all other part-time members of the teaching faculty who are not also serving in full-time appointments, and non-faculty department member in the title series College Laboratory Technician and Higher Education Officer. 14% Full-time Undergraduate students, other than students in the SEEK Department . 11% Part-time Undergraduate students. 2% Undergraduate students – SEEK Department . 11% Graduate students. 5% Administration.	The Hunter College Senate shall have 100 Senators and Alternates sufficient in number to provide <u>two</u> faculty alternates for each department, being composed of 57% faculty members, 38% students and 5% representatives of the administration, with seats reserved in the following proportions: 44% Professors, Associate Professors, Assistant Professors, Instructors on full-time appointments, <u>and Lecturers on full-time appointments</u> . 13% Lecturers (part-time), Adjunct faculty, and all other part-time members of the teaching faculty who are not also serving in full-time appointments, <u>Clinical Professors, Distinguished Lecturers</u> , and non-faculty department members in the title series College Laboratory Technician and Higher Education Officer. 14% Full-time Undergraduate students, other than students in the SEEK <u>Program</u> . 11% Part-time Undergraduate students. 2% Undergraduate students – SEEK <u>Program</u> . 11% Graduate students. 5% Administration.	The Senate membership was changed in 2009, during voting crises, to include 2 alternates per department. This was done in response to recommendations by CUNY. See Senate minutes of 2-18-09 and 4-22-09. Amendments reallocating Lecturers (full-time) with other full-time faculty and adding Clinical Professors and Distinguished Lecturers to part-time faculty was approved by the Senate on 3-9-16.
III.3	These members shall have full floor rights but no voting rights; they shall not be eligible to become an officer of the Senate (Article V).	These members shall have full floor rights but no voting rights; they shall not be eligible to become <u>officers</u> of the Senate (Article V).	
III.4	The College Senate shall schedule regular nominations and elections (other than the initial one – see Article X) once a year during the last four weeks of classes in the spring semester; and it shall convene following such elections no later than June 1. The faculty and the student bodies shall be responsible, through duly constituted organizations, for conducting the elections of their respective representatives in accordance with the terms of this Charter.	The College Senate shall schedule regular nominations and elections once a year during the last four weeks of classes in the spring semester; and it shall convene following such elections no later than June 1. The faculty and the student bodies shall be responsible, through duly constituted organizations, for conducting the elections of their respective representatives in accordance with the terms of this Charter.	

<p>IV.2.A</p>	<p>The 44 Senate seats reserved for representatives in the ranks of Professor, Associate Professor, Assistant Professor, and Instructor on full-time appointments shall be filled as follows:</p> <p>(i) All departments shall be rank-ordered by the number of such faculty in the department. Each department shall be allocated 1 seat, and the remaining seats shall be allocated by assigning one additional seat to each department from the top of the list down, until the available number is exhausted.</p> <p>(ii) Each department will fill its allocated seats by nominations from and elections by its faculty members in the ranks of Professor, Associate Professor, Assistant Professor, and Instructor on full-time appointments.</p>	<p>The 44 Senate seats reserved for representatives in the ranks of Professor, Associate Professor, Assistant Professor, Instructors on full-time appointments, and Lecturers on full-time appointments shall be filled as follows:</p> <p>(i) All departments shall be rank-ordered by the number of such faculty in the department. Each department shall be allocated 1 seat, and the remaining seats shall be allocated by assigning one additional seat to each department from the top of the list down, until the available number is exhausted.</p> <p>(ii) Each department will fill its allocated seats by nominations from and elections by its faculty members in the ranks of Professor, Associate Professor, Assistant Professor, Instructor on full-time appointment, and Lecturer on full-time appointment.</p>	<p>Amendments to this section were approved by the Senate on 3-9-16.</p>
<p>IV.2.B.</p>	<p>The 13 Senate seats reserved for representatives in the ranks of Lecturer (full-time), Lecturer (part-time), Adjunct faculty, any other part-time members of the teaching faculty who are not also serving in full-time appointments, and department members in the title series College Laboratory Technician and Higher Education Officer shall be filled as follows:</p> <p>(i) One seat shall be reserved for Student Services, and shall be filled by nomination and election among the department members in these ranks.</p> <p>(ii) In each of the departments that include members in these ranks, the latter shall make nomination for, and elect from among their number, one nominee for one of the 12 remaining Senate seats.</p>	<p>The 13 Senate seats reserved for representatives in the ranks of Lecturer (part-time), Adjunct faculty, any other part-time members of the teaching faculty who are not also serving in full-time appointments, Clinical Professor, Distinguished Lecturer, and department members in the title series College Laboratory Technician and Higher Education Officer shall be filled as follows:</p> <p>(i) One seat shall be reserved for Student Services, and shall be filled by nomination and election among the department members in these ranks.</p> <p>(ii) <u>Each of the departments that include members in these ranks may</u> elect from among their number one nominee for one of the 12 remaining Senate seats.</p>	<p>Amendments to this section were approved by the Senate on 3-9-16.</p>
<p>IV.2.C</p>	<p>The 14 Senate seats reserved for Full-time undergraduate students, other than students in the SEEK Department, shall be filled as follows:</p>	<p>The 14 Senate seats reserved for Full-time undergraduate students, other than students in the SEEK Program, shall be filled as follows:</p>	
<p>IV.2.E</p>	<p>The 11 Senate seats reserved for graduate students shall be filled as follows:</p> <p>(i) 6 seats shall be filled by graduate students matriculated in programs offered in the various divisions (as defined in Article IV.1.B.ii) and the School of Social Work; one seat to each division and the School of Social Work.</p> <p>(ii) There shall be 4 representatives who are matriculated graduate students and are elected by the matriculated graduate students in an at-large election.</p> <p>(iii) There shall also be 1 non-matriculated graduate student representatives, elected by the non-matriculated graduate students in an at-large election.</p>	<p><u>All graduate student positions shall be filled by the Graduate Student Association of Hunter College (GSA) according to the representational requirements outlined below and in Article III.1 and Article IV.4.B.</u></p> <p><u>In the event that the GSA decides not to put forth a sufficient number of students to fulfill the representational requirements outlined in Article III.1 and Article IV, Section 2.E of the College Charter, or fails to do so by the first regularly scheduled meeting of a new Senate (at the end of the spring semester), nominations can be made by the Senate Administrative Committee or any seated Senator during a regular Senate meeting. In addition, candidacy at-large can be declared by filing a petition meeting the requirements established by the Senate. From the pool of such candidates, graduate student representatives shall be elected by a vote of the full Senate during a regular meeting or any meeting thereafter.</u></p> <p>The 11 Senate seats reserved for graduate students shall be filled as follows:</p> <p>(i) 6 seats shall be filled by graduate students matriculated in programs offered in the various divisions (as defined in Article IV.1.B.ii) and the School of Social Work; one seat to each division and the School of Social Work.</p>	<p>Amendments to this section were approved by the Senate on 3-9-16.</p>

		(ii) There shall be 4 representatives who are matriculated graduate students and are elected by the matriculated graduate students in an at-large election. (iii) There shall also be 1 non-matriculated graduate student representative, elected by the non-matriculated graduate students in an at-large election.	
IV.2.F	Two Senate seats shall be filled by nominations and elections from among and by the students in the SEEK Department.	Two Senate seats shall be filled by nominations and elections from among and by the students in the SEEK Program.	
IV.2.G	5 representatives of the administration, one of whom shall be in the title series HEO or CLT, shall be appointed by the President of Hunter College.	5 representatives of the administration, one of whom shall be in the title series HEO or CLT, shall be appointed by the President of Hunter College.	
VIII.1		E. Each committee has two faculty alternates.	Each committee is allowed two faculty alternates.
VIII.3	<p>A. The Graduate Course of Study and Academic Requirements Committee</p> <p>Six faculty members who teach in the graduate program, at least one faculty member from each of the divisions (as defined in Article IV.1.B.ii); 2 graduate students and 2 graduate student alternates; and serving without vote the Deans of the divisions and/or schools including the Dean of the School of Arts and Sciences, the Chief Academic Officer or designee, and the Chief Librarian or designee.</p> <p>B. The Undergraduate Course of Study Committee</p> <p>One faculty representative from each of the divisions (as defined in Article IV.1.B.ii) and two from the divisions serving at-large; 3 students and 3 student alternates; and, serving without vote, the Chief Academic Officer or designee, the Deans of the divisions and/or schools including the Dean of the School of Arts and Sciences, the Director of Evening Student Services, and the Chief Librarian or designee.</p> <p>C. Both of these Committees shall be chaired by faculty members; elected by the voting members of the Committee.</p>	<p>A. The Graduate Course of Study and Academic Requirements Committee</p> <p>Six faculty members who teach in the graduate program, at least one faculty member from each of the divisions (as defined in Article IV.1.B.ii); a faculty member from the School of Social Work; 2 graduate students and 2 graduate student alternates; and serving without vote the Registrar, the Deans of the divisions and/or schools or designees, the Chief Academic Officer or designee, and the Chief Librarian or designee.</p> <p>B. The Undergraduate Course of Study Committee</p> <p>One faculty representative from each of the divisions (as defined in Article IV.1.B.ii), a faculty member from the School of Social Work, and two from the divisions serving at-large; 3 students and 3 student alternates; and, serving without vote, the Chief Academic Officer or designee, the Deans of the divisions and/or schools or designees, the Director of Student Services, and the Chief Librarian or designee.</p> <p>C. Both of these Committees shall be chaired by faculty members elected by the voting members of the Committee.</p> <p>D. Both of these Committees shall have Deputy Chairs elected by the voting members of the Committee.</p>	<p>This is to reflect changes to committees based on changes to the College structure. The School of Social Work was missing representation on several committees. We also updated the School of Health Professions to reflect the Division with Nursing.</p> <p>New standing committees were also added. The dates on which they were approved are below.</p> <p>On 10-8-14, the Senate approved on that the curriculum committees may have Deputy Chairs.</p>

	<p>D. There shall also be Committees on Curriculum in the School of Arts and Sciences, the Division of the School of Health Professions, and the School of Education. These committees shall be composed of the dean (with vote) and one faculty member from each department in the school or division, elected by the department as it may decree in its By-laws (see Article XI), and 3 students and 3 student alternates. The School of Arts and Sciences Curriculum Committee shall also include one faculty and one student representative from two of the inter-disciplinary programs. These Committees shall review proposals initiated by departments or programs or may initiate their own proposals for programs or curriculum changes, submitting such proposals for consideration to the appropriate Senate Committee on Course of Study.</p> <p>In the area of undergraduate curriculum, the Curriculum Committees shall have the right to act on curriculum proposals, in accordance with the <i>Procedures for Preparing and Submitting Curriculum Proposals for College Approval</i> approved by the Hunter College Senate. Decisions by these Committees may be appealed by the departments or programs to the Senate Committee on Undergraduate Course of Study. Matters on which appeals are pending shall not be forwarded to the Senate, and a two-thirds majority of the Senate Committee members present and voting shall be required to override such divisional decisions.</p>	<p>E. There shall also be Committees on Curriculum in the School of Arts and Sciences, the Division of the School of Nursing and the School of Health Professions, the School of Education, and the School of Social Work. These committees shall be composed of the dean (with vote) and one faculty member from each department in the school or division, elected by the department as it may decree in its By-laws (see Article XI), and 3 students and 3 student alternates. The School of Arts and Sciences Curriculum Committee shall also include one faculty and one student representative from two of the inter-disciplinary programs. These Committees shall review proposals initiated by departments or programs or may initiate their own proposals for programs or curriculum changes, submitting such proposals for consideration to the appropriate Senate Committee on Course of Study.</p> <p>The Curriculum Committees shall have the right to act on curriculum proposals, in accordance with the <i>Procedures for Preparing and Submitting Curriculum Proposals for College Approval</i> approved by the Hunter College Senate. Decisions by these committees may be appealed by the departments or programs to the relevant Senate Committee on Course of Study. Matters on which appeals are pending shall not be forwarded to the Senate, and a two-thirds majority of the Senate Committee members present and voting shall be required to override such divisional decisions.</p>	
<p>VIII.4.A</p>	<p>The Undergraduate Course of Study Committee shall have oversight authority on all undergraduate curricular matters. It shall also concern itself through study and research with policies relating to the undergraduate curricular organizations. All proposals pertaining to:</p> <ul style="list-style-type: none"> (i) Basic Prescriptions. (ii) New Majors. (iii) New Minors. (iv) Credit and Major or Minor concentrations. (v) Degree Requirements. (vi) Interdisciplinary Program. (vii) Experimental courses 	<p>The Undergraduate Course of Study Committee shall have oversight authority on all undergraduate curricular matters. It shall also concern itself through study and research with policies relating to the undergraduate curricular organizations. All proposals pertaining to:</p> <ul style="list-style-type: none"> (i) General Education Requirements. (ii) New Majors. (iii) New Minors. (iv) Credit and Major or Minor concentrations. (v) Degree Requirements. (vi) Interdisciplinary Program. (vii) Experimental courses 	
<p>VIII.4.B</p>	<p>The Graduate Course of Study and Academic Requirements Committee shall review all Master's Programs and graduate courses to be listed in the Hunter College Bulletin on graduate studies, whether on the Master's or the Doctoral level.</p>	<p>The Graduate Course of Study and Academic Requirements Committee shall review all Master's and Doctoral Programs and graduate courses to be listed in the Hunter College Bulletin on graduate studies, whether on the Master's or the Doctoral level.</p>	
<p>VIII.5</p>	<p>There shall be a Committee on Undergraduate Academic Requirements consisting of one faculty member from each of the divisions (as defined in IV.1.B.ii), and two faculty from the divisions serving at-large; 3 students and 3 student alternates. The Dean of Students, the Chief Academic Officer or designee, the Assistant Dean for Advising and Counseling, the Director of Evening Student Services, and the Registrar shall serve without vote. The Chair shall be a faculty member elected by the voting membership of the Committee. Its functions shall include the formulation of policy regarding methods of grading, requirements of student attendance, regulations relating to withdrawal from courses, and admissions not specified by Board of Trustees By-laws.</p>	<p>There shall be a Committee on Undergraduate Academic Requirements consisting of one faculty member from each of the divisions (as defined in IV.1.B.ii), a faculty member from the School of Social Work, and two faculty members from the divisions serving at-large; 3 students and 3 student alternates. The Dean of Students, the Chief Academic Officer or designee, the Director of Advising, a representative of Student Services, and the Registrar shall serve without vote. The Chair shall be a faculty member elected by the voting membership of the Committee. Its functions shall include the formulation of policy regarding methods of grading, requirements of student attendance, regulations relating to withdrawal from courses, and admissions not specified by Board of Trustees By-laws.</p>	

<p>VIII.6</p>	<p>There shall be a Committee on Student Standing, consisting of 5 faculty members including a representative from the SEEK Department. The Dean of Students or designee, the Director of Evening Student Services, and the Assistant Dean for Advising and Counseling shall serve without vote. The Chair of the Committee shall be elected by its voting membership. The Committee shall be responsible for the evaluation of student records, for recommending to the Senate the award of degrees to qualified students, and for formulating policy, for adoption by the Senate, on the retention of students and the maintenance of academic standards.</p>	<p>There shall be a Committee on Student Standing, consisting of 5 faculty members including a representative from the SEEK Program. The Dean of Students or designee, the Director of Advising and a representative of Student Services shall serve without a vote. The Chair of the Committee shall be elected by its voting membership. The Committee shall be responsible for the evaluation of student records, for recommending to the Senate the award of degrees to qualified students, and for formulating policy, for adoption by the Senate, on the retention of students and the maintenance of academic standards.</p>	
<p>VIII.9</p>	<p>The Senate shall establish a Committee on the Budget, consisting of one faculty member from each division (as defined in IV.1.B.ii) and the School of Social Work; the Director of SEEK; 2 students and 2 student alternates; and a Chair elected by the Senate without constraint as to category. The Chief Academic Officer, the Vice President for Administration and designee will serve ex-officio without vote.</p>	<p>The Senate shall establish a Committee on the Budget, consisting of one faculty member from each division (as defined in IV.1.B.ii), the School of Nursing and the School of Health Professions, and the School of Social Work; the Director of SEEK; 2 students and 2 student alternates; and a Chair elected by the Senate without constraint as to category. The Chief Academic Officer, the Vice President for Administration and designee will serve ex-officio without vote.</p>	
<p>VIII.11</p>	<p>The Senate shall establish a Committee on the Calendar, consisting of one faculty member from each of the divisions (as defined in IV.1.B.ii), and 2 students and 2 student alternates. The Dean of Students or designee, the Director of Evening Student Services, the Registrar, and the Director of Financial Aid shall serve without vote. The Committee on the Calendar will make recommendations on the College Calendar, and, in consultation with the Faculty Personnel & Budget Committee, on the Bell Schedule. The Committee will also evaluate existing registration procedures and make recommendations regarding changes in registration procedures.</p>	<p>The Senate shall establish a Committee on the Calendar, consisting of one faculty member from each of the divisions (as defined in IV.1.B.ii), a faculty member from School of Social Work, and 2 students and 2 student alternates. The Dean of Students or designee, the Director of Advising, the Registrar, and the Director of Financial Aid shall serve without vote. The Committee on the Calendar will make recommendations on the College Calendar, and, in consultation with the Faculty Personnel & Budget Committee, on the Bell Schedule. The Committee will also evaluate existing registration procedures and make recommendations regarding changes in registration procedures.</p>	
<p>VIII.12</p>	<p>There shall be a Committee on Departmental Governance, consisting of one faculty member from each division (as defined in IV.1.B.ii), 2 students and 2 student alternates, and one member of the administration (all with vote). The Committee on Departmental Governance shall: (a) make recommendations to the Senate on standards for Departmental By-laws; (b) review Departmental By-laws and Amendments approved by departments and make recommendations for Senate action; (c) make recommendations to the Senate on alleged infractions of Departmental By-laws.</p>	<p>There shall be a Committee on Departmental Governance, consisting of one faculty member from each division (as defined in IV.1.B.ii), a faculty member from the School of Social Work, 2 students and 2 student alternates, and one member of the administration (all with vote). The Committee on Departmental Governance shall: (a) make recommendations to the Senate on standards for Departmental By-laws; (b) review Departmental By-laws and Amendments approved by departments and make recommendations for Senate action; (c) make recommendations to the Senate on alleged infractions of Departmental By-laws.</p>	
<p>VIII.14</p>	<p>The Senate shall establish a Committee on Charter Review, consisting of one faculty member from each division (as defined in IV.1.B.ii); 3 students and 3 student alternates; one member of the Administration to be designated by the President who shall serve ex-officio; and a Chair elected by the Senate.</p>	<p>The Senate shall establish a Committee on Charter Review, consisting of one faculty member from each division (as defined in IV.1.B.ii); a faculty member from the School of Social Work; 3 students and 3 student alternates; one member of the Administration to be designated by the President who shall serve ex-officio; and a Chair elected by the Senate.</p>	

VIII.18		<p>Section 18 <u>The Senate shall establish a Committee on Academic Freedom consisting of one faculty member from each of the divisions (as defined in the Charter IV.1.B.ii), the School of Social Work, the Library, and one faculty member at-large, one member of the HEO staff, two students, and two faculty alternates one HEO alternate, and two student alternates. The Provost (or designee) shall serve ex-officio without vote. The chair shall be a faculty member elected by the voting membership of the committee.</u></p> <p><u>The charge of the committee shall include: to monitor, examine and report annually to the Senate on the status of academic freedom at the college; to make appropriate recommendations regarding academic freedom policies and practices to the college's governance bodies and, as appropriate, through those bodies to the University Faculty Senate; to investigate possible violations of academic freedom.</u></p> <p><u>In order to ensure a secure and protected environment for individuals who wish to bring cases of abridgement of academic freedom before the committee, such charges will be examined by a subcommittee of two members chosen by the committee chair in consultation with the complainant and the rest of the committee. In addition, the committee chair shall be recused from serving on the subcommittee.</u></p>	Established on 9-27-06 and revised on 2-24-16.
VIII.19		<p>Section 19 <u>Senate establish a new Standing Committee on Academic Assessment and Evaluation, consisting of one full-time faculty from each division of the School of Arts and Sciences, three full-time faculty members at-large from the School of Arts and Sciences, one faculty from each of the Schools of Education, Social Work, Nursing and Health Professions, two students-at-large from the School of Arts and Sciences, the Director of Assessment, the Chair shall be a faculty member elected by the voting membership of the Committee, the Deputy Chair shall be a voting member elected by the voting membership of the Committee, a HEO representative and a HEO Alternate, and, serving ex-officio without vote the Deans of the schools of Arts and Sciences, Social Work, Nursing and Health Professions, Education (or their respective designees); the Chief Academic Officer and the Vice President of Student Affairs (or their respective designees); and the Director of Institutional Research.</u></p> <p><u>The specific charges to the committee shall include to develop, implement, review, and approve all college policies and procedures related to academic assessment; to seek necessary support (logistical and otherwise) for the proper implementation of approved college assessment processes and policies; to coordinate with other Senate committees to ensure that all policies and procedures related to academic assessment are faculty-driven; to serve as an assessment advisory committee for academic departments and programs, and work with all relevant constituencies as needed; to inform the academic community about accreditation standards as presented by the Middle States Commission on Higher Education; and to deliver regular reports to the Hunter Senate.</u></p>	Established on 2-24-10 and revised on 12-10-14.

<p>VIII.20</p>		<p><u>Section 20</u></p> <p><u>The Senate shall establish a Committee on General Education, consisting of one full-time faculty member from each division of the School of Arts and Sciences, three full-time faculty members at-large from the School of Arts and Sciences, one full-time faculty member from each of the professional schools with undergraduate degree programs, two students-at-large, an associate Dean/Associate Provost for General Education, the Chair, who shall be a full-time faculty member elected by the voting membership of the Senate, and, serving ex-officio without vote: Dean of the School of Arts and Sciences, Provost (or designee), The Director of Assessment, Chair of the Undergraduate Course of Study Committee (or designee), Chair of the Committee on Academic Assessment and Evaluation (or designee), Registrar (or designee), and Director of Advising Services (or designee).</u></p> <p><u>The specific charges to the committee shall include: Develop, review, and approve all college policies and procedures pertaining to the general education program (including related graduation requirements) and curriculum; determine course approval guidelines for courses to be included in general education; review and make recommendations about such proposals; lead and coordinate periodic review of courses in general education; devise programmatic assessment for general education; receive and review programmatic assessment data; and make recommendations on the basis thereof; encourage and facilitate faculty participation in general education curriculum development and teaching; advise the administration on matters of implementation of general education requirements as passed by the Senate; collaborate with other Senate committees, especially Undergraduate Course of Study and the Committee on Academic Assessment and Evaluation, to ensure that all policies and procedures related to general education are faculty-driven; deliver regular reports to the Hunter Senate.</u></p>	<p>Established on 11-10-10.</p>
<p>VIII.21</p>		<p><u>Section 21</u></p> <p><u>The Senate shall establish the Committee on Food Services and Facilities, consisting of three faculty members, three students, and the College Business Manager to serve as a Chairperson ex-officio, all Committee members to have a vote. The Committee shall be responsible for advising the administration concerning all food services at the College, including the quality, variety, prices, and presentation of the food, as well as dining facilities. An annual review of all contracted food services shall be part of the Committee's responsibility.</u></p>	<p>Established on 12-22-82.</p>

<p>XI.4.</p>	<p>2. When the chair of a department is a candidate for promotion to full professor, all of the chair's duties in the promotion process for all candidates for promotion to full professor shall be assumed by a chair <i>pro tem</i>. This includes having voice and vote on the departmental P&B, the appropriate divisional or school P&B, and the college-wide FP&B when such bodies consider the issue of promotion to full professor. For the purposes of this section, the Ancillary Units (including the Library), shall be regarded as a division, the FP&B Subcommittee on Personnel in Ancillary Units as the divisional P&B, and the chair of the Subcommittee on Personnel in Ancillary Units as the divisional dean. The chair will have neither voice nor vote on any P&B when it considers any aspect of the process for promotion to full professor. The chair <i>pro tem</i> shall be elected at the first departmental meeting after the deadline date announced by the President for receiving nominations and requests for consideration for promotion to full professor. The chair <i>pro tem</i> will be elected by the full time faculty of the department who would ordinarily be eligible to vote for department chair, and will need a majority vote of all such members of the department for election. Hereafter references to the chair will be understood to apply either to the department chair, if that person is not a candidate for promotion to full professor, or to the chair <i>pro tem</i>.</p> <p>3. The departmental committee will be responsible for reviewing the files, scholarship materials, and letters of outside evaluation for all the candidates for promotion to full professor within the department and to make a recommendation as to whether the candidate should be endorsed for promotion.</p> <p>4. The departmental committee shall compile the list of external evaluators. Although the candidate shall be invited to submit names for this list, the final determination of who shall be contacted is the responsibility of the departmental committee and the department Chair.</p> <p>5. The Chair of the candidate's department shall on behalf of the departmental committee perform such administrative tasks as contacting outside evaluators, sending them the candidates' appropriate materials, receiving the evaluations, and transmitting them to the departmental committee. The Chair shall write the Chair's report summarizing the candidate's record.</p> <p>6. The departmental committee shall make its recommendation to the respective school or divisional Personnel and Budget Committee via the office of the respective Dean. The candidate will be informed of the recommendation and, if negative, may elect to withdraw or to continue in the process.</p> <p>7. The responsibilities of the Dean shall include, but not be limited to, scheduling meetings of the respective personnel and budget committee; scheduling interviews with candidates and the respective personnel and budget committee; duplicating the candidates' <i>curriculum vitae</i>, external evaluations, and any other pertinent materials; maintaining the files on the candidate; and placing candidates' publications in the Archives.</p>	<p>2. When the chair of a department is a candidate for promotion to full professor, all of the chair's duties in the promotion process for all candidates for promotion to full professor shall be assumed by a chair <i>pro tem</i>. This includes having voice and vote on the departmental P&B, the appropriate divisional or school P&B, and the college-wide FP&B when such bodies consider the issue of promotion to full professor. For the purposes of this section, the Ancillary Units (including the Library), shall be regarded as a division, <u>the Committee on Faculty Personnel and Budget</u> (FP&B) Subcommittee on Personnel in Ancillary Units as the divisional P&B, and the chair of the Subcommittee on Personnel in Ancillary Units as the divisional dean. The chair will have neither voice nor vote on any P&B when it considers any aspect of the process for promotion to full professor. The chair <i>pro tem</i> shall be elected at the first departmental meeting after the deadline date announced by the President for receiving nominations and requests for consideration for promotion to full professor. The chair <i>pro tem</i> will be elected by the full time faculty of the department who would ordinarily be eligible to vote for department chair, and will need a majority vote of all such members of the department for election. Hereafter references to the chair will be understood to apply either to the department chair, if that person is not a candidate for promotion to full professor, or to the chair <i>pro tem</i>.</p> <p>3. The departmental <u>P&B</u> committee will be responsible for reviewing the files, scholarship materials, and letters of outside evaluation for all the candidates for promotion to full professor within the department and to make a recommendation as to whether the candidate should be endorsed for promotion.</p> <p>4. The departmental <u>P&B</u> committee shall compile the list of external evaluators. Although the candidate shall be invited to submit names for this list, the final determination of who shall be contacted is the responsibility of the departmental <u>P&B</u> committee and the department Chair.</p> <p>5. The Chair of the candidate's department shall on behalf of the departmental <u>P&B</u> committee perform such administrative tasks as contacting outside evaluators, sending them the candidates' appropriate materials, receiving the evaluations, and transmitting them to the departmental <u>P&B</u> committee. The Chair shall write the Chair's report summarizing the candidate's record.</p> <p>6. The departmental <u>P&B</u> committee shall make its recommendation to the respective school or divisional Personnel and Budget Committee via the office of the respective Dean. The candidate will be informed of the recommendation and, if negative, may elect to withdraw or to continue in the process.</p> <p>7. The responsibilities of the Dean shall include, but not be limited to, scheduling meetings of the respective personnel and budget committee; scheduling interviews with candidates and the respective personnel and budget committee; duplicating the candidates' <i>curriculum vitae</i>, external evaluations, and any other pertinent materials; maintaining the files on the candidate; and placing candidates' publications in the Archives.</p>	
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	<p>8. The appropriate divisional or school personnel and budget committee shall review all supporting documents for the candidate's promotion. An interview before this committee may be requested by the candidate or the committee. Refusal to meet with the committee shall not be prejudicial to the candidate. However, the committee shall not refuse to meet with the candidate once such a meeting is requested in writing by the candidate. The committee may ask any member of the faculty to serve as a resource in gathering pertinent information on the candidate's relevant discipline, including members from the candidate's department and/or school or division.</p>	<p>8. The appropriate divisional or school personnel and budget committee shall review all supporting documents for the candidate's promotion. An interview before this committee may be requested by the candidate or the committee. Refusal to meet with the committee shall not be prejudicial to the candidate. However, the committee shall not refuse to meet with the candidate once such a meeting is requested in writing by the candidate. The committee may ask any member of the full-time faculty to serve as a resource in gathering pertinent information on the candidate's relevant discipline, including members from the candidate's department and/or school or division.</p>	
<p>XII.</p>	<p>Section 1 The College shall establish the office of Hunter College Ombudsman, providing a full-time secretary and such assistants as the incumbent may choose to staff the operation. Section 2 Any member of the College community, eligible to serve on the Senate, may be nominated or may nominate herself or himself for the position of Hunter College Ombudsman. Such nominations shall be addressed to the Nominations Committee of the Senate which may make its own nominations as well as soliciting them from the floor of the Senate. Each candidate shall be voted on individually by a for-or-against vote, the appointment going to the candidate with the highest plurality of for-votes, provided their number exceeds two-thirds of the number of representatives present and voting. Section 3 The appointment shall be for a term of three years, removal from office to occur only as a result of disability. Section 4 The Hunter College Ombudsman shall consider complaints and grievances that are brought by any member of the Hunter College community, concerning a condition or problem in the College, may investigate the conditions giving rise to such complaints and may refer cases to others when the usual appeals procedures seem adequate. The Ombudsman will undertake independent investigations, in general, only if the usual procedures have proved inadequate or have been exhausted, and shall be empowered to recommend action to any officer or to any committee or organization of the College. The Ombudsman shall from time to time report on his or her work to the Hunter College Senate; and may otherwise publicize the results of investigations. Section 5 The Ombudsman shall be responsible for causing an impartial review to be conducted of the structure and the functioning of the College Senate at the end of two years of operation, with a view to recommending such changes in structure, functions, operations, by-laws and the like as this review of Senate experience may indicate.</p>	<p>Section 1 The College shall establish the office of Hunter College Ombuds Officer, providing a full-time secretary and such assistants as the incumbent may choose to staff the operation. Section 2 Any member of the College community eligible to serve on the Senate may be nominated or may nominate herself or himself for the position of Hunter College Ombuds Officer. Such nominations shall be addressed to the Nominations Committee of the Senate which may make its own nominations as well as soliciting them from the floor of the Senate. Each candidate shall be voted on individually by a for-or-against vote, the appointment going to the candidate with the highest plurality of "for" votes, provided their number exceeds two-thirds of the number of representatives present and voting. Section 3 The appointment shall be for a term of three years, removal from office to occur only as the result of demonstrated inability to perform the duties of the office. Section 4 The Hunter College Ombuds Officer shall consider complaints and grievances that are brought by any member of the Hunter College community, concerning a condition or problem in the College, may investigate the conditions giving rise to such complaints and may refer cases to others when the usual appeals procedures seem adequate. The Ombuds Officer will undertake independent investigations, in general, only if the usual procedures have proved inadequate or have been exhausted, and shall be empowered to recommend action to any officer or to any committee or organization of the College. The Ombuds Officer shall from time to time report on his or her work to the Hunter College Senate; and may otherwise publicize the results of investigations. Section 5 The Ombuds Officer shall be responsible for causing an impartial review to be conducted of the structure and the functioning of the College Senate at the end of two years of operation, with a view to recommending such changes in structure, functions, operations, by-laws and the like as this review of Senate experience may indicate.</p>	<p>Amendment to Section 3 was approved by the Senate on 3-9-16.</p>
<p>XIV.</p>	<p>B. Recommended by the President of Hunter College to the Board of Higher Education. C. Approved by the Board of Higher Education.</p>	<p>B. Recommended by the President of Hunter College to the CUNY Board of Trustees. C. Approved by the CUNY Board of Trustees.</p>	

4 May 2016

TO: Members of the Hunter College Senate

FM: Senate Office

RE: **Approved Curriculum Changes**

Substantive items listed below were previously mailed to Senators and Department Chairs. Thus, an opportunity for challenge and/or correction was provided. In accordance with Senate resolution the proposals for substantive changes are not attached, but are available in the Senate Office for inspection.

UNDERGRADUATE SUBSTANTIVE CHANGES

CHEMISTRY
US-2062 New courses: CHEM 36000 and 36800

(Approved by Undergraduate Course of Study Committee on 4/5/16.)

GRADUATE SUBSTANTIVE CHANGES

CHEMISTRY
GS-1095 -New courses: CHEM 63300, 64900, 66000, 66800, & BIOTECH 71200

(Approved by Graduate Course of Study Committee on 4/5/16.)

Creation of Ad-hoc Sub-Committee in Hiring Practices
A subcommittee of the Committees on Academic Freedom and Departmental
Governance
4 May 2016

Charge of the Committee: The Ad-hoc Committee is hereby created by the Administrative Committee of the Senate in response to the resolution that passed the Senate on 9 March 2016. The Committee will develop a list of questions that will be used in Fall 2016 to survey chairs (or equivalent), and heads of programs and centers about hiring practices, from beginning to end, to determine what is working and what is problematic. The Committee will report back to the Senate with a list of recommendations, if there are any.

Voting Membership of the Ad-hoc committee shall include:

1. 2 faculty from the Departmental Governance Committee
2. 2 faculty from the Committee on Academic Freedom
3. 1 HEO, chosen by the HEO Forum
4. Representative from Legal Affairs
5. Representative from Human Resources
6. Representative At Large to be selected from among student senators

The Ad-hoc Committee is further charged with reporting its findings and recommendations to the Senate no later than Fall 2016.

Search Committee for Chief Librarian

President Raab has asked the Hunter College Senate to begin the process for the election of a Search Committee for Chief Librarian. In accordance with the "*College-wide Search Procedures*," nominations for membership on the search committee will be conducted as follows:

A. Nominations for Faculty and Students:
Full-time faculty and students from departments or equivalents who want to be nominated for membership on the Search Committee through departmental election should contact their department chairs promptly. Nominations by petition of 25 signatures of their constituency will be accepted in the Senate Office. (The procedures are outlined below.)

B. Nominations for Chair:
Members of all units of the College may run for the position of non-voting Chairperson for the Search Committee. (See "*Procedures*" below.) Interested persons should submit their names directly to the Senate Office.

All nominations, including by petition, must be received by the Senate Office no later than 5:00 p.m. on Thursday, May 5. Panels will be elected at the Wednesday, May 11, Senate meeting. Please email senate@hunter.cuny.edu.

Procedures for Searches for College-wide Administrators:

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 or Brookdale). 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.

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.

Charter Amendments- Second Reading
4 May 2016

Article/ Section	Current	Proposed	Rationale
Title	CHARTER FOR A GOVERNANCE OF HUNTER COLLEGE	CHARTER FOR THE GOVERNANCE OF HUNTER COLLEGE	
I	<p>Section 1 The Hunter College Senate shall be established as the legislative body of the College with authority to determine College policy on all matters not reserved now or hereafter by Education Law or Board of Trustees Bylaws to the President of Hunter College, to other officers or duly constituted bodies of the College or The City University, or the Board of Trustees.</p> <p>Section 2 (initial Meeting) Effective as of the first meeting of the Senate, the present Hunter College Faculty Council is to be considered dissolved and its powers assumed by the College Senate under terms of this Charter.</p>	<p>Section 1 The Hunter College Senate was established as the legislative body of the College with authority to determine College policy on all matters not reserved now or hereafter by Education Law or Board of Trustees Bylaws to the President of Hunter College, to other officers or duly constituted bodies of the College or The City University, or the Board of Trustees.</p> <p>Section 2 (initial Meeting) Effective as of the first meeting of the Senate, the present Hunter College Faculty Council was considered dissolved and its powers assumed by the College Senate under terms of this Charter.</p>	
II.3	<p>There shall be completed, no later than by the end of the third year, a thorough and impartial review of the composition, structure, and functions of the College Senate by a group empowered to propose, should it so deem necessary, a new version of the governance charter or major revisions thereof in the form of amendments for referendum (Article XIII) and submission to the Board of Trustees, if required. In the meantime, the Senate will use the latitude afforded it under this Charter for continued development of organization and procedures in order to fulfill its mandated functions effectively.</p>		
III.1	<p>The Hunter College Senate shall have 100 Senators and Alternates sufficient in number to provide one faculty alternate for each department, being composed of 57% faculty members, 38% students and 5% representatives of the administration, with seats reserved in the following proportions:</p> <p>44% Professors, Associate Professors, Assistant Professors, and Instructors on full-time appointments. 13% Lecturers (full-time), Lecturers (part-time), Adjunct faculty, and all other part-time members of the teaching faculty who are not also serving in full-time appointments, and non-faculty department member in the title series College</p>	<p>The Hunter College Senate shall have 100 Senators and Alternates sufficient in number to provide two faculty alternates for each department, being composed of 57% faculty members, 38% students and 5% representatives of the administration, with seats reserved in the following proportions:</p> <p>44% Professors, Associate Professors, Assistant Professors, Instructors on full-time appointments, and Lecturers on full-time appointments. 13% Lecturers (part-time), Adjunct faculty, and all other part-time members of the teaching faculty who are not also serving in full-time appointments, Clinical Professors, Distinguished Lecturers, and</p>	<p>The Senate membership was changed in 2009, during voting crises, to include 2 alternates per department. This was done in response to recommendations by CUNY. See Senate minutes of 2-18-09 and 4-22-09.</p> <p>Resolutions reallocating Lecturers (full-time)</p>

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	<p>Laboratory Technician and Higher Education Officer. 14% Full-time Undergraduate students, other than students in the SEEK Department. 11% Part-time Undergraduate students. 2% Undergraduate students – SEEK Department. 11% Graduate students. 5% Administration.</p>	<p>non-faculty department members in the title series College Laboratory Technician and Higher Education Officer. 14% Full-time Undergraduate students, other than students in the SEEK Program. 11% Part-time Undergraduate students. 2% Undergraduate students – SEEK Program. 11% Graduate students. 5% Administration.</p>	<p>with other full-time faculty and adding Clinical Professors and Distinguished Lecturers to part-time faculty was approved by the Senate on 3-9-16.</p>
III.3	<p>These members shall have full floor rights but no voting rights; they shall not be eligible to become an officer of the Senate (Article V).</p>	<p>These members shall have full floor rights but no voting rights; they shall not be eligible to become officers of the Senate (Article V).</p>	
III.4	<p>The College Senate shall schedule regular nominations and elections (other than the initial one — see Article X) once a year during the last four weeks of classes in the spring semester; and it shall convene following such elections no later than June 1. The faculty and the student bodies shall be responsible, through duly constituted organizations, for conducting the elections of their respective representatives in accordance with the terms of this Charter.</p>	<p>The College Senate shall schedule regular nominations and elections once a year during the last four weeks of classes in the spring semester; and it shall convene following such elections no later than June 1. The faculty and the student bodies shall be responsible, through duly constituted organizations, for conducting the elections of their respective representatives in accordance with the terms of this Charter.</p>	
IV.2.A	<p>The 44 Senate seats reserved for representatives in the ranks of Professor, Associate Professor, Assistant Professor, and Instructor on full-time appointments shall be filled as follows:</p> <p>(i) All departments shall be rank-ordered by the number of such faculty in the department. Each department shall be allocated 1 seat, and the remaining seats shall be allocated by assigning one additional seat to each department from the top of the list down, until the available number is exhausted.</p> <p>(ii) Each department will fill its allocated seats by nominations from and elections by its faculty members in the ranks of Professor, Associate Professor, Assistant Professor, and Instructor on full-time appointments.</p>	<p>The 44 Senate seats reserved for representatives in the ranks of Professor, Associate Professor, Assistant Professor, <u>Instructors</u> on full-time appointments, <u>and Lecturers on full-time appointments</u> shall be filled as follows:</p> <p>(i) All departments shall be rank-ordered by the number of such faculty in the department. Each department shall be allocated 1 seat, and the remaining seats shall be allocated by assigning one additional seat to each department from the top of the list down, until the available number is exhausted.</p> <p>(ii) Each department will fill its allocated seats by nominations from and elections by its faculty members in the ranks of Professor, Associate Professor, Assistant Professor, Instructor on full-time appointment, <u>and Lecturer on full-time appointment</u>.</p>	<p>Amendments to this section were approved by Resolution of the Senate on 3-9-16.</p>
IV.2.B.	<p>The 13 Senate seats reserved for representatives in the ranks of Lecturer (full-time), Lecturer (part-time), Adjunct faculty, any other part-time members of the teaching faculty who are not also serving in</p>	<p>The 13 Senate seats reserved for representatives in the ranks of Lecturer (part-time), Adjunct faculty, any other part-time members of the teaching faculty who are not also serving in full-time appointments,</p>	<p>Amendments to this section were approved by Resolution of the Senate on 3-9-16.</p>

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	<p>full-time appointments, and department members in the title series College Laboratory Technician and Higher Education Officer shall be filled as follows:</p> <p>(i) One seat shall be reserved for Student Services, and shall be filled by nomination and election among the department members in these ranks.</p> <p>(ii) In each of the departments that include members in these ranks, the latter shall make nomination for, and elect from among their number, one nominee for one of the 12 remaining Senate seats.</p>	<p><u>Clinical Professor, Distinguished Lecturer,</u> and department members in the title series College Laboratory Technician and Higher Education Officer shall be filled as follows:</p> <p>(i) One seat shall be reserved for Student Services, and shall be filled by nomination and election among the department members in these ranks.</p> <p>(ii) <u>Each of the departments that include members in these ranks may</u> elect from among their number one nominee for one of the 12 remaining Senate seats.</p>	
<p>IV.2.C</p>	<p>The 14 Senate seats reserved for Full-time undergraduate students, other than students in the SEEK Department, shall be filled as follows:</p>	<p>The 14 Senate seats reserved for Full-time undergraduate students, other than students in the SEEK <u>Program</u>, shall be filled as follows:</p>	
<p>IV.2.E</p>	<p>The 11 Senate seats reserved for graduate students shall be filled as follows:</p> <p>(i) 6 seats shall be filled by graduate students matriculated in programs offered in the various divisions (as defined in Article IV.1.B.ii) and the School of Social Work; one seat to each division and the School of Social Work.</p> <p>(ii) There shall be 4 representatives who are matriculated graduate students and are elected by the matriculated graduate students in an at-large election.</p> <p>(iii) There shall also be 1 non-matriculated graduate student representatives, elected by the non-matriculated graduate students in an at-large election.</p>	<p><u>All graduate student positions shall be filled by the Graduate Student Association of Hunter College (GSA) according to the representational requirements outlined below and in Article III.1 and Article IV.4.B.</u></p> <p><u>In the event that the GSA decides not to put forth a sufficient number of students to fulfill the representational requirements outlined in Article III.1 and Article IV, Section 2.E of the College Charter, or fails to do so by the first regularly scheduled meeting of a new Senate (at the end of the spring semester), nominations can be made by the Senate Administrative Committee or any seated Senator during a regular Senate meeting. In addition, candidacy at-large can be declared by filing a petition meeting the requirements established by the Senate. From the pool of such candidates, graduate student representatives shall be elected by a vote of the full Senate during a regular meeting or any meeting thereafter.</u></p> <p>The 11 Senate seats reserved for graduate students shall be filled as follows:</p> <p>(i) 6 seats shall be filled by graduate students matriculated in programs offered in the various divisions (as defined in Article IV.1.B.ii) and the School of Social Work; one seat to each division and the School of</p>	<p>Amendments to this section were approved by Resolution of the Senate on 3-9-16.</p>

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		<p>Social Work.</p> <p>(ii) There shall be 4 representatives who are matriculated graduate students and who will serve as at-large representatives.</p> <p>(iii) There shall also be 1 non-matriculated graduate student representative.</p>	
IV.2.F	Two Senate seats shall be filled by nominations and elections from among and by the students in the SEEK Department .	Two Senate seats shall be filled by nominations and elections from among and by the students in the SEEK Program .	
IV.2.G	5 representatives of the administration, one of whom shall be in the title series HEO or CLT, shall be appointed by the President of Hunter College.	5 representatives of the administration, one of whom shall be in the title series HEO or CLT, shall be appointed by the President of Hunter College.	
VIII.1		<u>E. Each committee has two faculty alternates.</u>	Each committee is allowed two faculty alternates.
VIII.3	<p>A. The Graduate Course of Study and Academic Requirements Committee</p> <p>Six faculty members who teach in the graduate program, at least one faculty member from each of the divisions (as defined in Article IV.1.B.ii); 2 graduate students and 2 graduate student alternates; and serving without vote the Deans of the divisions and/or schools including the Dean of the School of Arts and Sciences, the Chief Academic Officer or designee, and the Chief Librarian or designee.</p> <p>B. The Undergraduate Course of Study Committee</p> <p>One faculty representative from each of the divisions (as defined in Article IV.1.B.ii) and two from the divisions serving at-large; 3 students and 3 student alternates; and, serving without vote, the Chief Academic Officer or designee, the Deans of the divisions and/or schools including the Dean of the School of Arts and Sciences, the Director of Evening Student Services, and the Chief Librarian or designee.</p> <p>C. Both of these Committees shall be chaired by faculty members, elected by the voting members of the Committee.</p>	<p>A. The Graduate Course of Study and Academic Requirements Committee</p> <p>Six faculty members who teach in the graduate program, at least one faculty member from each of the divisions (as defined in Article IV.1.B.ii); a faculty member from the School of Social Work; 2 graduate students and 2 graduate student alternates; and serving without vote the Registrar, the Deans of the divisions and/or schools or designees, the Chief Academic Officer or designee, and the Chief Librarian or designee.</p> <p>B. The Undergraduate Course of Study Committee</p> <p>One faculty representative from each of the divisions (as defined in Article IV.1.B.ii), a faculty member from the School of Social Work, and two from the divisions serving at-large; 3 students and 3 student alternates; and, serving without vote, the Registrar or designee, the Chief Academic Officer or designee, the Deans of the divisions and/or schools or designees, a Director of Student Services, and the Chief Librarian or designee.</p> <p>C. Both of these Committees shall be chaired by faculty members elected by the voting members of the Committee.</p> <p><u>D. Both of these Committees shall have Deputy Chairs elected by the voting members of the Committee.</u></p>	<p>This is to reflect changes to committees based on changes to the College structure. The School of Social Work was missing representation on several committees. We also updated the School of Health Professions to reflect the Division with Nursing.</p> <p>New standing committees were also added. The dates on which they were approved are below.</p> <p>On 10-8-14, the Senate approved on that the curriculum committees may</p>

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	<p>D. There shall also be Committees on Curriculum in the School of Arts and Sciences, the Division of the School of Health Professions, and the School of Education. These committees shall be composed of the dean (with vote) and one faculty member from each department in the school or division, elected by the department as it may decree in its By-laws (see Article XI), and 3 students and 3 student alternates. The School of Arts and Sciences Curriculum Committee shall also include one faculty and one student representative from two of the inter-disciplinary programs. These Committees shall review proposals initiated by departments or programs or may initiate their own proposals for programs or curriculum changes, submitting such proposals for consideration to the appropriate Senate Committee on Course of Study.</p> <p>In the area of undergraduate curriculum, the Curriculum Committees shall have the right to act on curriculum proposals, in accordance with the <i>Procedures for Preparing and Submitting Curriculum Proposals for College Approval</i> approved by the Hunter College Senate. Decisions by these Committees may be appealed by the departments or programs to the Senate Committee on Undergraduate Course of Study. Matters on which appeals are pending shall not be forwarded to the Senate, and a two-thirds majority of the Senate Committee members present and voting shall be required to override such divisional decisions.</p>	<p>E. There shall also be Committees on Curriculum in the School of Arts and Sciences, the Division of the School of Health Professions, the School of Education, and the School of Social Work. These committees shall be composed of the dean (with vote) and one faculty member from each department in the school or division, elected by the department as it may decree in its By-laws (see Article XI), and 3 students and 3 student alternates. The School of Arts and Sciences Curriculum Committee shall also include one faculty and one student representative from two of the inter-disciplinary programs. These Committees shall review proposals initiated by departments or programs or may initiate their own proposals for programs or curriculum changes, submitting such proposals for consideration to the appropriate Senate Committee on Course of Study.</p> <p>The Curriculum Committees shall have the right to act on curriculum proposals, in accordance with the <i>Procedures for Preparing and Submitting Curriculum Proposals for College Approval</i> approved by the Hunter College Senate. Decisions by these committees may be appealed by the departments or programs to the relevant Senate Committee on Course of Study. Matters on which appeals are pending shall not be forwarded to the Senate, and a two-thirds majority of the Senate Committee members present and voting shall be required to override such divisional decisions.</p>	<p>have Deputy Chairs.</p>
<p>VIII.4.A</p>	<p>The Undergraduate Course of Study Committee shall have oversight authority on all undergraduate curricular matters. It shall also concern itself through study and research with policies relating to the undergraduate curricular organizations. All proposals pertaining to:</p> <p>(i) Basic Prescriptions. (ii) New Majors. (iii) New Minors. (iv) Credit and Major or Minor concentrations.</p>	<p>The Undergraduate Course of Study Committee shall have oversight authority on all undergraduate curricular matters. It shall also concern itself through study and research with policies relating to the undergraduate curricular organizations. All proposals pertaining to:</p> <p>(i) General Education Requirements. (ii) New Majors. (iii) New Minors. (iv) Credit and Major or Minor concentrations.</p>	

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	(v) Degree Requirements. (vi) Interdisciplinary Program. (vii) Experimental courses	(v) Degree Requirements. (vi) Interdisciplinary Program. (vii) Experimental courses	
VIII.4.B	The Graduate Course of Study and Academic Requirements Committee shall review all Master's Programs and graduate courses to be listed in the Hunter College Bulletin on graduate studies, whether on the Master's or the Doctoral level.	The Graduate Course of Study and Academic Requirements Committee shall review all Master's and Doctoral Programs and graduate courses to be listed in the Hunter College Bulletin on graduate studies, whether on the Master's or the Doctoral level.	
VIII.5	There shall be a Committee on Undergraduate Academic Requirements consisting of one faculty member from each of the divisions (as defined in IV.1.B.ii), and two faculty from the divisions serving at-large; 3 students and 3 student alternates. The Dean of Students, the Chief Academic Officer or designee, the Assistant Dean for Advising and Counseling, the Director of Evening Student Services , and the Registrar shall serve without vote. The Chair shall be a faculty member elected by the voting membership of the Committee. Its functions shall include the formulation of policy regarding methods of grading, requirements of student attendance, regulations relating to withdrawal from courses, and admissions not specified by Board of Trustees By-laws.	There shall be a Committee on Undergraduate Academic Requirements consisting of one faculty member from each of the divisions (as defined in IV.1.B.ii), a faculty member from the School of Social Work , and two faculty <u>members</u> from the divisions serving at-large; 3 students and 3 student alternates. The Dean of Students, the Chief Academic Officer or designee, a Director of Advising, a representative of Student Services , and the Registrar shall serve without vote. The Chair shall be a faculty member elected by the voting membership of the Committee. Its functions shall include the formulation of policy regarding methods of grading, requirements of student attendance, regulations relating to withdrawal from courses, and admissions not specified by Board of Trustees By-laws.	
VIII.6	There shall be a Committee on Student Standing, consisting of 5 faculty members including a representative from the SEEK Department . The Dean of Students or designee, the Director of Evening Student Services, and the Assistant Dean for Advising and Counseling shall serve without vote. The Chair of the Committee shall be elected by its voting membership. The Committee shall be responsible for the evaluation of student records, for recommending to the Senate the award of degrees to qualified students, and for formulating policy, for adoption by the Senate, on the retention of students and the maintenance of academic standards.	There shall be a Committee on Student Standing, consisting of 5 faculty members including a representative from the SEEK Department . The Dean of Students or designee, the Director of Advising and a representative of Student Services shall serve without a vote. The Chair of the Committee shall be elected by its voting membership. The Committee shall be responsible for the evaluation of student records, for recommending to the Senate the award of degrees to qualified students, and for formulating policy, for adoption by the Senate, on the retention of students and the maintenance of academic standards.	
VIII.9	The Senate shall establish a Committee on the Budget, consisting of one faculty member from each division (as defined in IV.1.B.ii) and the School of Social Work; the Director of SEEK; 2 students and 2 student alternates; and a Chair elected by the Senate without constraint as to category. The Chief Academic Officer, the Vice	There shall be a Committee on the Budget, consisting of one faculty member from each division (as defined in IV.1.B.ii), and the School of Social Work; the Director of SEEK; 2 students and 2 student alternates; and a Chair elected by the Senate without constraint as to category. The Chief Academic Officer, the Vice President for	

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	President for Administration and designee will serve ex-officio without vote.	Administration and designee will serve ex-officio without vote.	
VIII.11	The Senate shall establish a Committee on the Calendar, consisting of one faculty member from each of the divisions (as defined in IV.1.B.ii), and 2 students and 2 student alternates. The Dean of Students or designee, the Director of Evening Student Services , the Registrar, and the Director of Financial Aid shall serve without vote. The Committee on the Calendar will make recommendations on the College Calendar, and, in consultation with the Faculty Personnel & Budget Committee, on the Bell Schedule. The Committee will also evaluate existing registration procedures and make recommendations regarding changes in registration procedures.	There shall be a Committee on the Calendar, consisting of one faculty member from each of the divisions (as defined in IV.1.B.ii), a faculty member from School of Social Work , and 2 students and 2 student alternates. The Dean of Students or designee, the Director of Advising , the Registrar, and the Director of Financial Aid shall serve without vote. The Committee on the Calendar will make recommendations on the College Calendar, and, in consultation with the Faculty Personnel & Budget Committee, on the Bell Schedule. The Committee will also evaluate existing registration procedures and make recommendations regarding changes in registration procedures.	
VIII.12	There shall be a Committee on Departmental Governance, consisting of one faculty member from each division (as defined in IV.1.B.ii), 2 students and 2 student alternates, and one member of the administration (all with vote). The Committee on Departmental Governance shall: (a) make recommendations to the Senate on standards for Departmental By-laws; (b) review Departmental By-laws and Amendments approved by departments and make recommendations for Senate action; (c) make recommendations to the Senate on alleged infractions of Departmental By-laws.	There shall be a Committee on Departmental Governance, consisting of one faculty member from each division (as defined in IV.1.B.ii), a faculty member from the School of Social Work , 2 students and 2 student alternates, and one member of the administration (all with vote). The Committee on Departmental Governance shall: (a) make recommendations to the Senate on standards for Departmental By-laws; (b) review Departmental By-laws and Amendments approved by departments and make recommendations for Senate action; (c) make recommendations to the Senate on alleged infractions of Departmental By-laws.	
VIII.14	The Senate shall establish a Committee on Charter Review, consisting of one faculty member from each division (as defined in IV.1.B.ii); 3 students and 3 student alternates; one member of the Administration to be designated by the President who shall serve ex-officio; and a Chair elected by the Senate.	There shall be a Committee on Charter Review, consisting of one faculty member from each division (as defined in IV.1.B.ii); a faculty member from the School of Social Work ; 3 students and 3 student alternates; one member of the Administration to be designated by the President who shall serve ex-officio; and a Chair elected by the Senate.	
VIII.18		Section 18 <u>There shall be a Committee on Academic Freedom consisting of one faculty member from each of the divisions (as defined in the Charter IV.1.B.ii), the School of Social Work, the Library, and one faculty member at-large, one member of the HEO staff, two students,</u>	Established on 9-27-06 and revised on 2-24-16 by Senate Resolution.

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		<p><u>and two faculty alternates, one HEO alternate, and two student alternates. The Provost (or designee) shall serve ex-officio without vote. The chair shall be a faculty member elected by the voting membership of the committee.</u></p> <p><u>The charge of the committee shall include: to monitor, examine and report annually to the Senate on the status of academic freedom at the college; to make appropriate recommendations regarding academic freedom policies and practices to the college's governance bodies and, as appropriate, through those bodies to the University Faculty Senate; to investigate possible violations of academic freedom.</u></p> <p><u>In order to ensure a secure and protected environment for individuals who wish to bring cases of abridgement of academic freedom before the committee, such charges will be examined by a sub-committee of two members chosen by the committee chair in consultation with the rest of the committee. In addition, the committee chair shall be recused from serving on the subcommittee.</u></p>	
VIII.19		<p><u>Section 19</u></p> <p><u>There shall be a new Standing Committee on Academic Assessment and Evaluation, consisting of one full-time faculty from each division of the School of Arts and Sciences, three full-time faculty members at-large from the School of Arts and Sciences, one faculty from each of the Schools of Education, Social Work, Nursing and Health Professions, two students-at-large from the School of Arts and Sciences, the Director of Assessment, a HEO representative and a HEO Alternate, and, serving ex-officio without vote the Deans of the schools of Arts and Sciences, Social Work, Nursing and Health Professions, Education (or their respective designees); the Chief Academic Officer and the Vice President of Student Affairs (or their respective designees); and the Director of Institutional Research. The Chair shall be a faculty member elected by the voting membership of the Committee, the Deputy Chair shall be a voting member elected by the voting membership of the</u></p>	<p>Established on 2-24-10 and revised on 12-10-14.</p>

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		<p><u>Committee.</u></p> <p><u>The specific charges to the committee shall include to develop, implement, review, and approve all college policies and procedures related to academic assessment; to seek necessary support (logistical and otherwise) for the proper implementation of approved college assessment processes and policies; to coordinate with other Senate committees to ensure that all policies and procedures related to academic assessment are faculty-driven; to serve as an assessment advisory committee for academic departments and programs, and work with all relevant constituencies as needed; to inform the academic community about accreditation standards as presented by the Middle States Commission on Higher Education; and to deliver regular reports to the Hunter Senate.</u></p>	
VIII.20		<p><u>Section 20</u></p> <p><u>There shall be a Committee on General Education, consisting of one full-time faculty member from each division of the School of Arts and Sciences, three full-time faculty members at-large from the School of Arts and Sciences, one full-time faculty member from each of the professional schools with undergraduate degree programs, two students-at-large, an associate Dean/Associate Provost for General Education, the Chair, who shall be a full-time faculty member elected by the voting membership of the Senate, and, serving ex-officio without vote: the Dean of the School of Arts and Sciences, the Provost (or designee), the Director of Assessment, the Chair of the Undergraduate Course of Study Committee (or designee), the Chair of the Committee on Academic Assessment and Evaluation (or designee), the Registrar (or designee), and the Director of Advising Services (or designee).</u></p> <p><u>The specific charges to the committee shall include: Develop, review, and approve all college policies and procedures pertaining to the general education program (including related graduation requirements) and</u></p>	<p>Established on 11-10-10.</p>

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		<p><u>curriculum; determine course approval guidelines for courses to be included in general education; review and make recommendations about such proposals; lead and coordinate periodic review of courses in general education; devise programmatic assessment for general education; receive and review programmatic assessment data and make recommendations on the basis thereof; encourage and facilitate faculty participation in general education curriculum development and teaching; advise the administration on matters of implementation of general education requirements as passed by the Senate; collaborate with other Senate committees, especially Undergraduate Course of Study and the Committee on Academic Assessment and Evaluation, to ensure that all policies and procedures related to general education are faculty-driven; and deliver regular reports to the Hunter Senate.</u></p>	
<p>VIII.21</p>		<p><u>Section 21</u></p> <p><u>There shall be a Committee on Food Services and Facilities, consisting of three faculty members, three students, and the College Business Manager to serve as a Chairperson ex-officio, all Committee members to have a vote. The Committee shall be responsible for advising the administration concerning all food services at the College, including the quality, variety, prices, and presentation of the food, as well as dining facilities. An annual review of all contracted food services shall be part of the Committee's responsibility.</u></p>	<p>Established on 12-22-82.</p>
<p>XI.4.</p>	<p>2. When the chair of a department is a candidate for promotion to full professor, all of the chair's duties in the promotion process for all candidates for promotion to full professor shall be assumed by a chair <i>pro tem</i>. This includes having voice and vote on the departmental P&B, the appropriate divisional or school P&B, and the college-wide FP&B when such bodies consider the issue of promotion to full professor. For the purposes of this section, the Ancillary Units (including the Library), shall be regarded as a division, the FP&B Subcommittee on Personnel in Ancillary Units as the divisional P&B, and the chair of the</p>	<p>2. When the chair of a department is a candidate for promotion to full professor, all of the chair's duties in the promotion process for all candidates for promotion to full professor shall be assumed by a chair <i>pro tem</i>. This includes having voice and vote on the departmental P&B, the appropriate divisional or school P&B, and the college-wide Committee on Faculty Personnel and Budget (FP&B) when such bodies consider the issue of promotion to full professor. For the purposes of this section, the Ancillary Units (including the Library), shall be regarded as a division, FP&B Subcommittee on Personnel in</p>	

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<p>Subcommittee on Personnel in Ancillary Units as the divisional dean. The chair will have neither voice nor vote on any P&B when it considers any aspect of the process for promotion to full professor. The chair <i>pro tem</i> shall be elected at the first departmental meeting after the deadline date announced by the President for receiving nominations and requests for consideration for promotion to full professor. The chair <i>pro tem</i> will be elected by the full time faculty of the department who would ordinarily be eligible to vote for department chair, and will need a majority vote of all such members of the department for election. Hereafter references to the chair will be understood to apply either to the department chair, if that person is not a candidate for promotion to full professor, or to the chair <i>pro tem</i>.</p> <p>3. The departmental committee will be responsible for reviewing the files, scholarship materials, and letters of outside evaluation for all the candidates for promotion to full professor within the department and to make a recommendation as to whether the candidate should be endorsed for promotion.</p> <p>4. The departmental committee shall compile the list of external evaluators. Although the candidate shall be invited to submit names for this list, the final determination of who shall be contacted is the responsibility of the departmental committee and the department Chair.</p> <p>5. The Chair of the candidate's department shall on behalf of the departmental committee perform such administrative tasks as contacting outside evaluators, sending them the candidates' appropriate materials, receiving the evaluations, and transmitting them to the departmental committee. The Chair shall write the Chair's report summarizing the candidate's record.</p> <p>6. The departmental committee shall make its recommendation to the respective school or divisional Personnel and Budget Committee via the office of the respective Dean.</p>	<p>Ancillary Units as the divisional P&B, and the chair of the Subcommittee on Personnel in Ancillary Units as the divisional dean. The chair will have neither voice nor vote on any P&B when it considers any aspect of the process for promotion to full professor. The chair <i>pro tem</i> shall be elected at the first departmental meeting after the deadline date announced by the President for receiving nominations and requests for consideration for promotion to full professor. The chair <i>pro tem</i> will be elected by the full time faculty of the department who would ordinarily be eligible to vote for department chair, and will need a majority vote of all such members of the department for election. Hereafter references to the chair will be understood to apply either to the department chair, if that person is not a candidate for promotion to full professor, or to the chair <i>pro tem</i>.</p> <p>3. The departmental P&B committee will be responsible for reviewing the files, scholarship materials, and letters of outside evaluation for all the candidates for promotion to full professor within the department and to make a recommendation as to whether the candidate should be endorsed for promotion.</p> <p>4. The departmental P&B committee shall compile the list of external evaluators. Although the candidate shall be invited to submit names for this list, the final determination of who shall be contacted is the responsibility of the departmental P&B committee and the department Chair.</p> <p>5. The Chair of the candidate's department shall on behalf of the departmental P&B committee perform such administrative tasks as contacting outside evaluators, sending them the candidates' appropriate materials, receiving the evaluations, and transmitting them to the departmental P&B committee. The Chair shall write the Chair's report summarizing the candidate's record.</p> <p>6. The departmental P&B committee shall make its recommendation to the respective school or divisional Personnel and Budget Committee via the office of the respective Dean. The candidate will be informed of</p>	
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	<p>The candidate will be informed of the recommendation and, if negative, may elect to withdraw or to continue in the process.</p> <p>7. The responsibilities of the Dean shall include, but not be limited to, scheduling meetings of the respective personnel and budget committee; scheduling interviews with candidates and the respective personnel and budget committee; duplicating the candidates' <i>curriculum vitae</i>, external evaluations, and any other pertinent materials; maintaining the files on the candidate; and placing candidates' publications in the Archives.</p> <p>8. The appropriate divisional or school personnel and budget committee shall review all supporting documents for the candidate's promotion. An interview before this committee may be requested by the candidate or the committee. Refusal to meet with the committee shall not be prejudicial to the candidate. However, the committee shall not refuse to meet with the candidate once such a meeting is requested in writing by the candidate. The committee may ask any member of the faculty to serve as a resource in gathering pertinent information on the candidate's relevant discipline, including members from the candidate's department and/or school or division.</p>	<p>the recommendation and, if negative, may elect to withdraw or to continue in the process.</p> <p>7. The responsibilities of the Dean shall include, but not be limited to, scheduling meetings of the respective personnel and budget committee; scheduling interviews with candidates and the respective personnel and budget committee; duplicating the candidates' curriculum vitae, external evaluations, and any other pertinent materials; maintaining the files on the candidate; and placing candidates' publications in the Archives.</p> <p>8. The appropriate divisional or school personnel and budget committee shall review all supporting documents for the candidate's promotion. An interview before this committee may be requested by the candidate or the committee. Refusal to meet with the committee shall not be prejudicial to the candidate. However, the committee shall not refuse to meet with the candidate once such a meeting is requested in writing by the candidate. The committee may ask any member of the full-time faculty to serve as a resource in gathering pertinent information on the candidate's relevant discipline, including members from the candidate's department and/or school or division.</p>	
<p>XII.</p>	<p>Section 1 The College shall establish the office of Hunter College Ombudsman, providing a full-time secretary and such assistants as the incumbent may choose to staff the operation.</p> <p>Section 2 Any member of the College community, eligible to serve on the Senate, may be nominated or may nominate herself or himself for the position of Hunter College Ombudsman. Such nominations shall be addressed to the Nominations Committee of the Senate which may make its own nominations as well as soliciting them from the floor of the Senate. Each candidate shall be voted on individually by a for-or-against vote, the appointment going to the candidate with the highest plurality of for-votes, provided their number exceeds two-thirds of the number of representatives</p>	<p>Section 1 The College shall establish the office of Hunter College Ombuds Officer, providing a full-time secretary and such assistants as the incumbent may choose to staff the operation.</p> <p>Section 2 Any member of the College community eligible to serve on the Senate may be nominated or may nominate herself or himself for the position of Hunter College Ombuds Officer. Such nominations shall be addressed to the Nominations Committee of the Senate which may make its own nominations as well as soliciting them from the floor of the Senate. Each candidate shall be voted on individually by a for-or-against vote, the appointment going to the candidate with the highest plurality of “for” votes, provided their number exceeds two-thirds of the number of representatives</p>	

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	<p>present and voting.</p> <p>Section 3 The appointment shall be for a term of three years, removal from office to occur only as a result of disability.</p> <p>Section 4 The Hunter College Ombudsman shall consider complaints and grievances that are brought by any member of the Hunter College community, concerning a condition or problem in the College, may investigate the conditions giving rise to such complaints and may refer cases to others when the usual appeals procedures seem adequate. The Ombudsman will undertake independent investigations, in general, only if the usual procedures have proved inadequate or have been exhausted, and shall be empowered to recommend action to any officer or to any committee or organization of the College. The Ombudsman shall from time to time report on his or her work to the Hunter College Senate; and may otherwise publicize the results of investigations.</p> <p>Section 5 The Ombudsman shall be responsible for causing an impartial review to be conducted of the structure and the functioning of the College Senate at the end of two years of operation, with a view to recommending such changes in structure, functions, operations, by-laws and the like as this review of Senate experience may indicate.</p>	<p>present and voting.</p> <p>Section 3 The appointment shall be for a term of three years, removal from office to occur only as the result of demonstrated inability to perform the duties of the office.</p> <p>Section 4 The Hunter College Ombuds Officer shall consider complaints and grievances that are brought by any member of the Hunter College community, concerning a condition or problem in the College, may investigate the conditions giving rise to such complaints and may refer cases to others when the usual appeals procedures seem adequate. The Ombuds Officer will undertake independent investigations, in general, only if the usual procedures have proved inadequate or have been exhausted, and shall be empowered to recommend action to any officer or to any committee or organization of the College. The Ombuds Officer shall from time to time report on his or her work to the Hunter College Senate; and may otherwise publicize the results of investigations.</p> <p>Section 5 The Ombuds Officer shall be responsible for causing an impartial review to be conducted of the structure and the functioning of the College Senate at the end of two years of operation, with a view to recommending such changes in structure, functions, operations, by-laws and the like as this review of Senate experience may indicate.</p>	<p>Amendment to Section 3 was approved by the Senate on 3-9-16.</p>
<p>XIV.</p>	<p>B. Recommended by the President of Hunter College to the Board of Higher Education.</p> <p>C. Approved by the Board of Higher Education.</p>	<p>B. Recommended by the President of Hunter College to the <u>CUNY</u> Board of <u>Trustees</u>.</p> <p>C. Approved by the <u>CUNY</u> Board of <u>Trustees</u>.</p>	

4 May 2016

RESOLUTION RE HUNTER FOCUS

Be it resolved that students who have fulfilled the Foreign Language portion of the Focus and have only 3 more credits left to complete the Focus shall be automatically waived from taking those last 3 credits. This change to the Hunter Core Requirement shall apply to all students graduating before or during academic years 2015-16 and 2016-17.

Rationale: The Committee on General Education has been asked to reconsider the Hunter Focus. Students come to Hunter with different levels of foreign language proficiency; and the number of credits they are still required to take varies depending on their matriculation status. Native Hunter students are also affected because they often have only 3 credits left for the Focus after they have completed their Foreign Language requirement. Currently, the student must declare a Concentrated Study and take an additional 3 credit course that is a part of a second major, minor, or concentrated study outside of their area of study. The dimension and complexity of the requirement have made it possible for students to have a number of problems, each of which must currently be dealt with on a case-by-case basis.