

MINUTES

Regular Meeting of the Hunter College Senate
9 October 1985

	The 198th meeting of the Academic Senate was convened at 4:30 p.m. in Room W714.	1
Presiding:	F. Fulton Ross, Chair	2
Attendance:	The elected members of the Senate with the exception of those listed in Appendix I.	3
Minutes:	Approval of the Minutes of September 18th was postponed to the next meeting.	4
Announcement:	Prof. Ross informed the Senate that he had been advised by Buildings & Grounds that the clocks in the various buildings had been adjusted and that they now showed accurate timing.	5 6 7
Report by the President:	The following is a summary statement of President Shalala's report to the Senate: We are in the middle of the budget period with the Chancellor's budget request to Albany. The budget people in Albany will be visiting here tomorrow. We are no longer in the position where we have to fight for new positions in Albany. Essentially, the reason is that the City University is in a slight decline and what needs to be done is reallocation within the university. This means that instead of arguing with Albany about being underfunded, we must now argue with the Chancellor's Office. We have done that and expect some additional reallocation to occur in next year's budget. Capital budget and rehabilitation is the focus in Albany, and the Chancellor is submitting a \$91M request for the senior colleges to Albany. Hunter's part of that is \$21M. We did very well in terms of the percentage of the total. For the first time the Chancellor's budget includes major central requests. For example, last year he received \$300,000 for running a basic skills summer program, and this year he is asking for \$3M. Our strategy will be to try and offer the basic skills summer program free, so that students will not have to use their financial aid money to get their remediation requirements behind them. For Childcare an increase of \$500,000 is requested from the State and an additional \$500,000 from the City for the senior colleges, with the elimination of last year's provision that the childcare centers would become self-sufficient after 3 years. Essentially, we are asking that Childcare Centers be fully funded, so that we will no longer have to raise private money. The Chancellor's budget includes a huge request for science equipment money to get some equity with the State University system. This would have a major impact on both academic teaching and research in the sciences. The exact amounts are not yet known, and the President will report at a later date. Finally, another initiative the College would benefit from is a big request for research library money for institutions with doctoral programs. In this case Social Work, Biology and Chemistry in particular would benefit in special allocations for purchasing books in those areas, which would go directly into the Library system. Hunter gains significantly in these centralized requests. In general, if we keep our eyes on the formula for distribution within the university, these centralized requests will be very useful. The politics involved are very different than they have been in the past. President Shalala concluded her report by answering questions from the floor.	8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43
Report by the Ombudsman:	There was no report.	44
Report by the Administrative Committee:	The first item of business was the election of Chair for the Nominating Committee, and the floor was open for nominations. Dr. Marilyn Rothschild (Physics) was nominated.	45 46 47
	A motion to close nominations and to instruct the Secretary to cast a single ballot in favor of Dr. Rothschild carried. Dr. Marilyn Rothschild was re-elected Chair of the Nominating Committee.	48 49 50

The floor was open for nominations for Chair of the Budget Committee.	51
Prof. Peter Basquin (Music) was nominated.	52
A motion to close nominations and to instruct the Secretary to cast a single ballot in favor of Prof. Basquin carried by voice vote. Prof. Peter Basquin was elected Chair of the Budget Committee.	53 54 55
The floor was then open for nominations for Chair of the Master Plan Committee.	56
Prof. Rena Gropper (Anthropology) was nominated.	57
A motion to close nominations and to instruct the Secretary to cast a single ballot in favor of Prof. Gropper carried by voice vote. Prof. Rena Gropper was re-elected Chair of the Master Plan Committee.	58 59 60
The floor was open for nominations to fill the two vacancies for Faculty members on the Nominating Committee , and the following were nominated:	61 62
Prof Elizabeth Beaujour (Classics)	63
Prof. Marvin Seiger (Theatre & Film)	64
A motion to close nominations and to instruct the Secretary to cast a single ballot in favor of each candidate, carried by voice vote. Professors Elizabeth Beaujour and Marvin Seiger were elected to membership on the Nominating Committee.	65 66 67
The floor was open for nominations to fill the vacant seats for Students on the Nominating Committee , and the following were nominated:	68 69
Ms. Veronica Brown - Day	70
Ms. Rosette Capotorto - Day	71
Ms. Cassandra Graham - Day	72
Ms. Felicia Bonilla - Day	73
A motion to close nominations and to instruct the Secretary to cast a single ballot in favor of each candidate carried by voice vote and all were elected to membership on the Nominating Committee.	74 75 76
<u>Special Fall 1985 Election to fill vacant seats on the Hunter College Senate</u>	77
In accordance with Article IV, Section I. H. i. and ii. of the Hunter College Governance Charter, Prof. Ross presented the names of all nominees received, as follows:	78 79
<u>Student Nominees:</u>	80
Suzanne Myrick (Community Health Education) Graduate	81
Mikell Knights (Undeclared) Evening	82
Irene Hanna (Computer Science) Evening	83
Dolores Sanchez - Evening	84
Linda Flannelly (English) Day	85
Michelle E. Joyce (Pre-Med) Day	86
Shay Lumelsky (Music) Day	87
Kathleen D'Arcy (Honors) Day	88
Luis Felix (Education) Day	89
Rosette Capotorto (Honors) Day	90
Djirdjirian Anahit (Communications) Day	91
Hyacinth E. Wright (Communications) Day	92
Lionel Francois (Political Science) Day	93
Austin McBean (Political Science) Day	94
Kirk Callender - Day	95
<u>Faculty Nominees:</u>	96
Prof. Giuseppe Di Scipio (Romance Languages)	97
Prof. Milagros Garcia (Academic Skills)	98
A motion to instruct the Secretary to cast a single ballot in favor of each candidate carried by voice vote and all were elected.	99 100
Prof. Ross, on behalf of the Senate, congratulated the newly elected senators, and voting cards were distributed.	101 102

Prof. Ross next yielded the floor to Prof. Louise DeSalvo, Secretary of the Senate.	103
<u>Proposed Amendment to the College-wide Search Procedures</u>	104
Prof. DeSalvo presented the following amendment as distributed:	105
Since the "College-wide Search Procedures" were established in 1980 by the Senate, and agreed to by President Shalala, a number of searches have been completed and it is advisable that the Search Committee responsibilities be clarified.	106 107 108
The Administrative Committee is submitting the following amendment to the "Procedures for College-wide Searches" for Senate approval with our recommendations and the agreement of President Shalala: (to be inserted on page 2 before the last paragraph.)	109 110 111 112
The Search Committee shall be responsible for soliciting the best candidates for the particular job. It shall follow up on all recommendations made to the Committee, and it shall carefully review and consider all applications submitted to the Committee, including those of an outside consultant, if the College President in consultation with the Senate Administrative Committee, decides to employ such a consultant to widen the pool of applicants.	113 114 115 116 117 118 119
After discussion, the question was called and carried.	120
The amendment (lines 113 to 119) was approved by voice vote.	121
(The "College-wide Search Procedures" as amended and approved are attached as Appendix II.)	122 123
Committee: <u>Nominating Committee</u>	124
Reports: Dr. Marilyn Rothschild, Chair of the Committee, presented the Report as distributed. She informed the Senate that there was one correction, i.e. Prof. Peter Basquin's name should be deleted as the Humanities & Arts faculty representative for the Budget Committee, since he had just been elected Chair of that Committee.	125 126 127 128
The floor was open for further nominations. None were received.	129
A motion to close nominations and to instruct the Secretary to cast a single ballot in favor of each nominee carried by voice vote and the following were elected:	130 131
<u>Budget Committee</u>	132
Faculty from Social Sciences: Prof. Ronald Smith (Economics)	133
Student: Mr. Peter Edwards (Accounting)	134
<u>Undergraduate Course of Study Committee</u>	135
Faculty Alternate: Prof. Stuart Ewen (Communications)	136
Students: Ms. Michelle E. Joyce (Pre-Med)	137
Ms. Linda Flannelly (English) Day	138
<u>Master Plan Committee</u>	139
Faculty Alternate: Prof. Rosemarie Parse (School of Nursing)	140
<u>Graduate Academic Requirements Committee</u>	141
Faculty Alternate: Prof. Ed Wilson (Theatre & Film)	142
<u>Advisory Committee on Campus Safety and Security</u>	143
Student: Suzanne Myrick (Community Health) Graduate	144
<u>Student Standing Committee</u>	145
Faculty Alternate: Prof. Sam Korn (Psychology)	146
Ms. Marilyn Daley-Weston (Academic Skills)	147
<u>Undergraduate Academic Requirements Committee</u>	148
Faculty Alternate: Prof. Andrew Polsky (Political Science)	149
<u>Revised Procedures for College-wide Grade Appeals</u>	150
Prof. Toby Klass, member of the Grade Appeals Committee, presented the "Revised Procedures" as distributed. She informed the Senate that the recommendations made at the last Senate meeting had been taken into consideration and are included in the "Revised Procedures."	151 152 153 154

After discussion, Prof. Gilpatrick moved that the procedures be amended by moving the asterisk from "Level" to "School."	155 156
The motion to amend carried by voice vote and became part of the main motion on the floor.	157 158
After further discussion the question was called and carried.	159
The "Revised Grade Appeals Procedures," as amended, were approved by hand vote with 66 in favor, 4 opposed, and 2 abstentions.	160 161
(The "Revised College-wide Grade Appeals Procedures" as approved are attached as Appendix III.)	162 163
<u>Report from the Provost's Office on Recent Initiatives in Remediation</u>	164
Provost Tilden LeMelle, presented the report which had been prepared by Associate Provost James Muyskens, and answered questions from the floor. The report, as distributed, is attached as Appendix IV.	165 166 167
<u>Advisory Committee on Campus Safety and Security</u>	168
Prof. Louise DeSalvo, Chair of the Committee, presented the following report:	169
She informed the Senate that the Advisory Committee on Campus Safety and Security has begun meeting and has begun to establish its priorities for the coming year. Among the issues the Committee will explore are: (1) fire evacuation procedures; (2) thefts, particularly in the locker rooms and in the Library; (3) the reporting of crimes on the campus; (4) the chain of command in matters affecting safety and security. Professor DeSalvo asked that members of the Senate with concerns regarding safety and security should write to the Committee, c/o the Senate Office.	170 171 172 173 174 175 176 177
<u>Report on Registration</u>	178
Assistant Vice-President for Administrative Services, Ruth Weisgal, presented the following report:	179 180
Assistant Vice President Weisgal reported that the final registration figures were in, and that Hunter is the biggest as well as the best--18,606 students. This is an increase of 3.7% in headcount and of 2.7% in full-time equivalent. We now have the largest enrollment since 1977. The Seek Program is the largest in Hunter's history except for the Fall 83 semester. The non-Seek freshmen enrollment went up 10%. Compared to last Fall, approximately 5% more students entered with an average of over 80. Graduate applications went up 10%, and acceptance 10%. The show rate for non-SEEK freshmen went up 4%, and the show rate for transfer students increased 1%. It is hard to tell whether this is a trend. Our numbers have been rising slowly for the last 5 years, and this semester they increased substantially. Our Big Apple Recruitment Program may have made some difference. We entertained about 5000 high school students last October with the help of faculty and administrators, and public relations were very good.	181 182 183 184 185 186 187 188 189 190 191 192 193 194
For the next registration period, thanks to the President and Provost, we will be able to use half of the Cafeteria for late registration, and hopefully avoid long lines for late registration and change of program. The area used this Fall was too small. Ms. Weisgal said that she would be glad to answer any questions concerning registration and admissions at any time. She said that in an effort to continue improvement, registration procedures are constantly revamped each semester and that suggestions would be welcome.	195 196 197 198 199 200 201
Ms. Weisgal concluded her report by answering questions from the floor.	202
A motion to adjourn carried, and the meeting was adjourned at 6:30 p.m.	203

Respectfully submitted,

Louise DeSalvo,
Secretary

A P P E N D I X I

The following members were noted as absent from the meeting:

FACULTY:

Academic Skills: Vanita Vactor
Trudith Smoke
Alula Hidaru "E"

Anthropology: Louise Lennihan
Susan Lees

Art: Richard Stapleford

Black & P.R. Studies: Hazel Reis

Chemistry: Jack Day

Communications: Serafina Bathrick "E"

Curriculum & Teaching: Mae Gamble

Economics: Jacqueline Nolan-Haley

English: Jane Benardete "E"
Richard Barickman

German: Ernst Hoffman "E"

Health & Physical Education: Tom Burke

History: Robert Seltzer

Mathematics: Edward Binkowski "E"
Barbara Barone

Philosophy: Virginia Held "E"
Bob Daly

Physics & Astronomy: Sook Lee

Political Science: Nina Hanan

Psychology: Gerald Turkewitz

Romance Languages: Alex Szogyi
Julia Przybos "E"

Social Work: Gary Anderson "E"

Sociology: John Cuddihy
Vladimir Nahirny
Isabel Pinedo

Special Education: Julia Wu
Katherine Garnett "E"

Student Services: Bonnie Kaplan

Theatre & Film: Joel Zucker
Ed Wilson
Sara Beilis Uttley "E"

Urban Affairs: Hans Spiegel
William Milczarski

Asst. Dean John Irving "E"

STUDENTS:

Michael Lavin
Robert Krengel
Guy Herndon
Phyllis Fairchild
Dorothy Huffman
Dina Pinos
Gwen DeCoud
Carlos Fitzgerald-Bernal
Jean Charles Arald
Raimonda Rastegar
Elizabeth Maltin "E"
Debra Schmitt
Beth M. Warshofsky
Roxanna Menes
Helene Reisman "E"
David Factor
Michael Kraljev
Lois Callender "E"
Maryana Buneta
Kenneth Braunstein
Rosa Perez
Peark De Francesco
David Dion "E"
Jacqueline Cohen
Carline Delbrune "E"
Richard Astor Rueda
Maria Jakubosky
Collette Gill
Sylvia DeAngelis
Marie Parham
Eulela Swinton

APPENDIX II

COLLEGE-WIDE SEARCH PROCEDURES

1. Administrative searches, pursuant to these guidelines, shall be made for all administrators who, because of the nature of their policy making, have significant impact on academic affairs and on the rights and welfare of the students and the faculty. It is also recognized that the policy making of some administrators has a college-wide impact while others affect primarily only their divisions. Accordingly, it is proposed to have different search committee staffing procedures for these situations.

The following list is not intended to be a final complete list of all positions for which searches are to be conducted. They are the titles of the positions which currently satisfy the criteria in the first paragraph. As new administrative positions or titles are created, they will be examined to see whether or not they satisfy the criteria.

- a. Divisional searches shall be conducted for the following officers or their equivalents:

1. Dean of Programs in Education
2. Dean of Humanities & the Arts
3. Dean of Sciences and Mathematics
4. Dean of Social Sciences
5. Dean of School of Health Sciences
6. Dean of School of Nursing
7. Dean of School of Social Work

- b. School-wide searches shall be conducted for the following officers or their equivalents:

1. Vice President & Provost
2. Dean of Students
3. Dean of SGS
4. Chief Librarian

- 2.a. Searches for Divisional (or equivalent) Deans

Each department (or other appropriate subdivision) in the division or equivalent may nominate one or more full time faculty members by election amongst its full time faculty members and one or more students by election amongst its student majors (or equivalent) for service on the search committee. Faculty members--including part-time faculty--and student majors from this division may also be nominated by petition of 25 faculty members and 25 students respectively. The Hunter College Senate shall elect a panel of 8 faculty members and 6 student members from this pool of nominees in such a manner as to provide for the widest possible distribution of departmental or programmatic representation on the committee. From this panel the President shall choose a search committee consisting of 4 faculty members and 3 students. Departments not represented on the committee shall be specifically invited to testify before the committee on their concerns and recommendations. The Senate shall elect a panel of 3 from amongst all divisions other than the one for which the search is being conducted, 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.

- 2.b. Searches for School-Wide Administrators

Each department (or equivalent) may nominate one full time faculty member by election amongst its full time faculty members and one student

by election amongst its student majors (or equivalent) for service on the search committee. Faculty--including part-time faculty--and students may also be nominated at large by petition of 25 members of their constituency. The Hunter College Senate shall elect a panel of 8 faculty members and 6 students from the pool of nominees in such a manner as to achieve the widest possible distribution amongst the divisions. From this panel, the President shall choose a search committee consisting of 4 faculty members and 3 students. In the case of a search for the Chief Librarian, at least two members of the Library staff shall be on the panel and one on the committee. The Senate shall elect a panel of 3 from amongst the Hunter College Community at large from which the President shall choose a non-voting chairperson whose function shall be as stated in 2.a.

The Search Committee shall be responsible for soliciting the best candidates for the particular job. It shall follow up on all recommendations made to the Committee, and it shall carefully review and consider all applications submitted to the Committee, including those of an outside consultant, if the College President in consultation with the Senate Administrative Committee, decides to employ such a consultant to widen the pool of applicants.

As a result of its search procedure, the search committee shall submit to the President a list containing the names of at least 3 qualified candidates. The President shall either appoint someone from this list or request that the committee reopen its search to produce a new list.

A P P E N D I X I V**REPORT FROM THE PROVOST'S OFFICE:
RECENT INITIATIVES IN REMEDIATION**

Last year's discussions of curriculum issues reinforced the importance of students' timely completion of remedial courses. The Senate resolution of May '85 requesting a report from the Provost outlining progress and new initiatives is an expression of the consensus that has developed on this issue.

For several years the college's Advisory Committee on Remediation, the Office of Student Services, various committees of the Senate, and the faculty and leadership of the departments and programs offering the developmental courses have been working under the direction of the Provost's Office to devise more effective strategies for achieving the goal of timely completion of all remedial work. Neither the problem nor the recognition of the need to solve it are new. But the new and renewed interest in the problem on the part of faculty and students who are not directly involved in the college's remedial programs and the general agreement that these activities must now be given the highest priority and support (despite competing demands on limited resources) have helped to create the ideal setting for making some major advances.

Among the many reasons that some of our students have yet to complete work in remediation after earning 36 or even 60 or more college credits is the lack of sufficient seats in those courses. As we all recognize, providing a sufficient number of seats will not **by itself** solve the problem. Doing so, however, is a necessary first step. This report outlines a few of the recent efforts of the Provost's Office to make more seats available.

A) Summer '85 activities: 1) Funds were secured from the Chancellor's Office to engage in a pilot project, offering instruction in Math remediation on a no tuition, no credit basis. More than 150 students took advantage of this new program. 479 students were enrolled in Summer Session II remedial courses. In addition 110 students were enrolled in the Problem Solving in the Physical Sciences developmental program for Summer Session I. [This is in addition to SEEK.] 2) Funds were provided for a new Student Program Planning Center, a pilot project of the Office of Student Services designed to help students make the difficult transition from high school to college. 3) Directors of the programs were offered the financial resources to open additional sections, if needed, so that seats would be available for all students wishing to take the courses. Accordingly, supplementary funding was made available to both the Developmental English Program (DEP) and the Mathematics Learning Center to open additional sections.

B) Fall '85 activities: 1) The number of sections of remedial courses offered this Fall has been increased by using 7 instructional lines obtained by the President (university "bulge" lines). Four of these lines are being used in DEP, two for English 120, and one in remedial Math. [These are full-time instructional lines. The instructors on these lines teach four courses each semester.] As a result of these additional lines and a supplementary adjunct allocation, 24 more sections (each with enrollments of 25 students) of DEP, English 120, and Math 001 have been

offered this Fall compared to Fall '84. A comparison of enrollment figures in Fall '84 and Fall '85 reveals that 552 additional students were enrolled in DEP courses and ENGLISH 120 in Fall '85 as opposed to Fall '84:

	FALL '84	FALL '85	Difference
DEP	1249	1640	391
120	1135	1296	161
	2384	2936	552

Despite the increase in available seats, our records show that this Fall 344 students were closed out of DEP and English 120. Clearly we still have a long way to go.

2) The Advisory Committee on Remediation is developing more effective ways to handle the problem of Multiple Repeaters. Progress in the development and implementation of such a policy will result in the availability of more seats for students taking the courses for the first time.

C) Spring '86 activities: Continued use of the 7 temporary instructional lines will make it possible to offer a comparable number (24-28) of additional (25 student) sections, with the good prospect of being able to provide seats to the 344 students closed out this Fall as well as to all others seeking them.

D) Summer '86 activities: Given the success of the Summer '85 pilot project, we anticipate being able to offer much more instruction on the no tuition, no credit basis, making the summer session an attractive time to complete necessary remedial work. Greater use of the summer session will reduce the need for seats in the Fall and Spring terms.

Many problems remain, even as progress is made in reducing the backlog. Chief among them is the lack of coordination between our instruction in developmental courses and in departmental offerings. Some departments, for example, have not yet indicated which of their courses are suitable for students who have yet to complete their remedial work and which are not. As a result, students in the most elementary developmental course are free to register for 200 or even 300 level courses in those departments (and, of course, they do). Conversely, many departments have failed to examine their offerings and to develop effective ways to reinforce and build upon the (reading, writing, quantitative) skills taught in the developmental courses. Coordination also requires the development of "bridge courses" -- courses in the disciplines that are suitable for students to take while at one or another level of remediation. The May '85 Senate resolution also addresses these issues. Currently we are working on them with the appropriate Senate committees as well as the Divisional Deans.

In sum, the efforts of the Provost's Office in the area of remedial instruction are focused upon (i) significantly reducing the backlog through additional sections and more creative use of Summer Sessions, (ii) developing a clear and reasonable policy on Multiple Repeaters, and (iii) working towards better integration of our remedial instruction with the rest of the college curriculum.

James Muyskens
September 13, 1985