

MINUTES

Meeting of the Hunter College Senate

4 May 2016

1 The 584th meeting of the Hunter College Senate was convened at 3:40 PM in HW room 714.
2

3 **Presiding:** Sandra Clarkson, Chair
4

5 **Attendance:** The elected members of the Senate with the exception of those marked absent in Appendix I.
6
7 Alternate Senators were formally seated in accordance with the procedures approved by the
8 Senate, and clickers were distributed to them.
9

10 **Minutes:** The minutes from March 9, and March 30 were approved as distributed.
11

12 **Report by the** President Raab reported the following:
13 **President** “I have a couple brief announcements. June 2nd will be commencement and I am excited
14 to announce that Arianna Huffington co-founder and editor in chief of the Huffington Post will be
15 our commencement speaker.
16

17 I also would like to report that we are scheduled to meet with the Senate Budget Committee on
18 several issues. There is a certain level of uncertainty surrounding the budget for the next fiscal
19 year. We are hoping that in the next six weeks there will be positive news out of Albany on
20 contract talks and capital funding. We will defer a formal budget presentation until September
21 when we will have a more clear view on what we will get from the State Legislature. We are doing
22 our best to think through hiring; as you know summer is the important time for this. Please bear
23 with us through this time as we are still waiting to see what the whole budget will be.
24

25 I would like to thank Professor Ramasubramanian, the Master Plan Committee, Lori Mazur, and
26 Andy Silver for their hard work in thinking through the principles and space needs for the 68th
27 Street Campus. I am excited about the presentation you are about to give and the work that will
28 come from it. Lori Mazur who is our consultant has also been charged with doing space inventory
29 and analysis and you will see her around the college with her team.”
30

31 **Report by the** **a) Approved Curriculum Changes**
32 **Administrative** In accordance with Article IV, 2H i & ii the Charter for a Governance of Hunter College, the
33 **Committee:** following curriculum changes as listed in the attached Report dated 4 May 2016 have been
34 approved as per Senate resolution and are submitted for the Senate’s information. Items: US-2062
35 Chemistry (New courses) and GS-1095 Chemistry (New courses).
36

37 **b) Creation of Ad-hoc Sub-Committee in Hiring Practices**
38 Professor Clarkson said the following.
39

40 “We were asked at the last meeting to set up an Ad-hoc committee Sub-Committee on Hiring
41 Practices. I met with the Chairs of the Departmental Governance Committee and Academic
42 Freedom Committee. Since this was asked of the Senate in a resolution passed last meeting there
43 will not be another vote. This is being presented for your information.”
44
45
46
47
48
49
50

54 Chair Clarkson read the report into the record:

55
56 **Creation of Ad-hoc Sub-Committee in Hiring Practices**
57 **A subcommittee of the Committees on Academic Freedom and Departmental Governance**
58

59 Charge of the Committee: The Ad-hoc Committee is hereby created by the Administrative
60 Committee of the Senate in response to the resolution that passed the Senate on 9 March
61 2016. The Committee will develop a list of questions that will be used in Fall 2016 to survey
62 chairs (or equivalent), and heads of programs and centers about hiring practices, from
63 beginning to end, to determine what is working and what is problematic. The Committee will
64 report back to the Senate with a list of recommendations, if there are any.

65
66 Voting Membership of the Ad-hoc committee shall include:

- 67 1. 2 faculty from the Departmental Governance Committee
- 68 2. 2 faculty from the Committee on Academic Freedom
- 69 3. 1 HEO, chosen by the HEO Forum
- 70 4. Representative from Legal Affairs
- 71 5. Representative from Human Resources
- 72 6. Representative At Large to be selected from among student senators

73
74
75 The Ad-hoc Committee is further charged with reporting its findings and recommendations to
76 the Senate no later than Fall 2016.

77
78
79 **c) Announcement: We are accepting nominations for Search Committee for Chief**
80 **Librarian**

81 Chair Clarkson announced that nominations are currently being accepted for the Search
82 Committee for Chief Librarian. The deadline to submit nominees was at the close of business on
83 Thursday May 5th, 2016. Voting for the chair and member panel will take place at next week's
84 senate meeting.

85
86
87 **Committee Report:** **Committee on Charter Review: Second Reading of Proposed Amendments**

88 Professor Thomas DeGloma, Chair of the Committee, presented the report dated 4 May 2016 for
89 the Second Reading of the Proposed Amendments to *the Charter for a Governance of Hunter*
90 *College*, as submitted.

91
92 "Most of you are familiar with the process or at least the revisions that are coming before you are
93 not new to you. This is the Second Reading of the Charter and there is a procedure that we have to
94 stick to make the revisions and it going to take some time. Here is what I would like to do: since
95 we had the First Reading of the Charter, all of the revisions have come before you once already
96 and none of the information is new. Given this, I would like to go through them one by one and I
97 will read the change with comment or explanation and in case of a small change like tense I will
98 point it out. Then I will open the floor for discussion. At this point any amendments can be
99 proposed for change. If there are, we will vote on them accordingly. If there is no discussion, I
100 will ask someone to call the question and we will vote and proceed on to the next portion.

101
102 I also wanted to let everyone know that this is the only time where changes can be proposed. The
103 Third Reading and vote on all amendments will take place at the first meeting of the new Senate
104 on May 18th after the election of the new Administrative Committee."
105
106
107
108
109
110

114 The following amendment to the Title was on the floor.

115
116 Title: CHARTER FOR ~~A~~THE GOVERNANCE OF HUNTER COLLEGE

117
118 Being no discussion the amendment was approved as presented.

119
120
121 The following amendment to Article I was on the floor.

122
123 Section 1

124 The Hunter College Senate ~~shall be~~ was established as the legislative body of the College
125 with authority to determine College policy on all matters not reserved now or hereafter by
126 Education Law or Board of Trustees Bylaws to the President of Hunter College, to other
127 officers or duly constituted bodies of the College or The City University, or the Board of
128 Trustees.

129
130 Section 2 (initial Meeting)

131 Effective as of the first meeting of the Senate, the present Hunter College Faculty Council ~~is~~
132 ~~to be~~ was considered dissolved and its powers assumed by the College Senate under terms of
133 this Charter.

134
135 Being no discussion the amendment was approved as presented.

136
137
138 The following amendment to Article II.3 was on the floor.

139
140 ~~There shall be completed, no later than by the end of the third year, a thorough and~~
141 ~~impartial review of the composition, structure, and functions of the College Senate by a~~
142 ~~group empowered to propose, should it so deem necessary, a new version of the~~
143 ~~governance charter or major revisions thereof in the form of amendments for~~
144 ~~referendum (Article XIII) and submission to the Board of Trustees, if required. In the~~
145 ~~meantime, the Senate will use the latitude afforded it under this Charter for continued~~
146 ~~development of organization and procedures in order to fulfill its mandated functions~~
147 ~~effectively.~~

148
149 Being no discussion the amendment was approved as presented.

150
151
152 The following amendment to Article III.1 was on the floor.

153
154 The Hunter College Senate shall have 100 Senators and Alternates sufficient in number to
155 provide ~~one two~~ faculty alternates for each department, being composed of 57% faculty
156 members, 38% students and 5% representatives of the administration, with seats reserved in
157 the following proportions: 44% Professors, Associate Professors, ~~and~~ Assistant Professors,
158 Instructors on full-time appointments, and Lecturers on full-time appointments. 13%
159 ~~Lecturers (full-time),~~ Lecturers (part time), Adjunct faculty, and all other part-time members
160 of the teaching faculty who are not also serving in full-time appointments, Clinical
161 Professors, Distinguished Lecturers, and non-faculty department members in the title series
162 College Laboratory Technician and Higher Education Officer. 14% Full-time Undergraduate
163 students, other than students in the SEEK ~~Department Program.~~ 11% Part-time
164 Undergraduate students. 2% Undergraduate students – SEEK ~~Department Program.~~ 11%
165 Graduate students. 5% Administration.

166
167 Being no discussion the amendment was approved as presented.

168
169

173 The following amendment to Article III.3 was on the floor.

174
175 These members shall have full floor rights but no voting rights; they shall not be eligible to
176 become ~~an~~ officers of the Senate (Article V).

177
178 Being no discussion the amendment was approved as presented.

179
180
181 The following amendment to Article III.4 was on the floor.

182
183 The College Senate shall schedule regular nominations and elections (~~other than the initial~~
184 ~~on—see Article X~~) once a year during the last four weeks of classes in the spring semester;
185 and it shall convene following such elections no later than June 1. The faculty and the student
186 bodies shall be responsible, through duly constituted organizations, for conducting the
187 elections of their respective representatives in accordance with the terms of this Charter.

188
189 Being no discussion the amendment was approved as presented.

190
191
192 The following amendment to Article IV.2.A was on the floor.

193
194 The 44 Senate seats reserved for representatives in the ranks of Professor, Associate
195 Professor, ~~and~~ Assistant Professor, Instructors on full-time appointments, and Lecturers on
196 full-time appointments shall be filled as follows:

197
198 (i) All departments shall be rank-ordered by the number of such faculty in the department.
199 Each department shall be allocated 1 seat, and the remaining seats shall be allocated by
200 assigning one additional seat to each department from the top of the list down, until the
201 available number is exhausted.

202
203 (ii) ~~In~~ Each department will fill its allocated seats by nominations from and elections by its
204 faculty members in the ranks of Professor, Associate Professor, Assistant Professor, ~~and~~
205 Instructor on full-time appointment, and Lecturers on full-time appointment.

206
207 Being no discussion the amendment was approved as presented.

208
209
210 The following amendment to Article IV.2.B was on the floor.

211
212 The 13 Senate seats reserved for representatives in the ranks of ~~Lecturer (fulltime)~~ Lecturer
213 (part-time), Adjunct faculty, any other part-time members of the teaching faculty who are not
214 also serving in full-time appointments, Clinical Professor, Distinguished Lecturer, and
215 department members in the title series College Laboratory Technician and Higher Education
216 Officer shall be filled as follows:

217
218 (i) One seat shall be reserved for Student Services, and shall be filled by nomination and
219 election among the department members in these ranks.

220
221 (ii) ~~In e~~ Each of the departments that include members in these rank, ~~the latter shall make~~
222 nomination for, and may elect from among their number one nominee for one of the 12
223 remaining Senate seats.

224
225 Being no discussion the amendment was approved as presented.

226
227
228

232 The following amendment to Article IV.2.C was on the floor.

233
234 The 14 Senate seats reserved for Full-time undergraduate students, other than students in the
235 SEEK ~~Department~~ Program, shall be filled as follows:

236
237 Being no discussion the amendment was approved as presented.

238
239
240 The following amendment to Article IV.2.E was on the floor

241 All graduate student positions shall be filled by the Graduate Student Association of
242 Hunter College (GSA) according to the representational requirements outlined below
243 and in Article III.1 and Article IV.4.B.

244
245 In the event that the GSA decides not to put forth a sufficient number of students to
246 fulfill the representational requirements outlined in Article III.1 and Article IV, Section
247 2.E of the College Charter, or fails to do so by the first regularly scheduled meeting of a
248 new Senate (at the end of the spring semester), Nominations can be made by the Senate
249 Administrative Committee or any seated Senator during a regular Senate meeting. In
250 addition, candidacy at-large can be declared by filing a petition meeting the
251 requirements established by the Senate. From the pool of such candidates, graduate
252 student representatives shall be elected by a vote of the full Senate during a regular
253 meeting or any meeting thereafter.

254
255 The 11 Senate seats reserved for graduate Students shall be filled as follows:

256
257 (i) 6 seats shall be filled by graduate students matriculated in programs offered in the various
258 divisions (as defined in Article IV.1.B.ii) and the School of Social Work; one seat to each
259 division and the School of Social Work.

260
261 (ii) There shall be 4 representatives who are matriculated graduate students and who will serve
262 as at-large representatives.

263
264 (iii) There shall also be 1 non-matriculated graduate student representative.

265
266 There was a proposed amendment to the amendment to strike the last four words: From the pool
267 of such candidates, graduate student representatives shall be elected by a vote of the full
268 Senate during a regular meeting or any meeting thereafter.

269
270 The question was called and received a second.

271
272 The amendment to the amendment was adopted by voice vote without dissent.

273
274 The question was called and carried.

275
276 The amendment was adopted by voice vote without dissent.

277
278
279 The following amendment to Article IV.2.F was on the floor.

280
281 Two Senate seats shall be filled by nominations and elections from among and by the students
282 in the SEEK ~~Department~~ Program.

283
284 Being no discussion the amendment was approved as presented.

291 The following amendment to Article IV.2.G was on the floor.

292
293 5 representatives of the administration, one of whom shall be in the title series HEO or CLT,
294 shall be appointed by the President of Hunter College.

295
296 Being no discussion the amendment was approved as presented.

297
298
299 The following amendment to Article VIII.1 was on the floor.

300
301 **E. Each committee has two faculty alternates.**

302
303 Being no discussion the amendment was approved as presented.

304
305
306 The following amendment to Article VIII.3 was on the floor.

307
308 A. The Graduate Course of Study and Academic Requirements Committee

309
310 Six faculty members who teach in the graduate program, at least one faculty member from
311 each of the divisions (as defined in Article IV.1.B.ii); **a faculty member from the School of**
312 **Social Work**; 2 graduate students and 2 graduate student alternates; and serving without vote
313 the **Registrar, the** Deans of the divisions and/or schools **including the Dean of the School of**
314 **Arts and Sciences or designees**, the Chief Academic Officer or designee, and the Chief
315 Librarian or designee.

316
317 B. The Undergraduate Course of Study Committee

318
319 One faculty representative from each of the divisions (as defined in Article IV.1.B.ii), **a**
320 **faculty member from the School of Social Work**, and two from the divisions serving at-
321 large; 3 students and 3 student alternates; and, serving without vote, the Registrar or designee,
322 the Chief Academic Officer or designee, the Deans of the divisions and/or schools **including**
323 **the Dean of the School of Arts and Sciences or designees**, a Director of **Evening** Student
324 Services, and the Chief Librarian or designee.

325
326 C. Both of these Committees shall be chaired by faculty members elected by the voting
327 members of the Committee.

328
329 **D. Both of these Committees shall have Deputy Chairs elected by the voting members of**
330 **the Committee.**

331
332 **E.** There shall also be Committees on Curriculum in the School of Arts and Sciences, the
333 Division of the School of Health Professions, ~~and the~~ the School of Education, **and the**
334 **School of Social Work**. These committees shall be composed of the dean (with vote) and
335 one faculty member from each department in the school or division, elected by the department
336 as it may decree in its By-laws (see Article XI), and 3 students and 3 student alternates. The
337 School of Arts and Sciences Curriculum Committee shall also include one faculty and one
338 student representative from two of the inter-disciplinary programs. These Committees shall
339 review proposals initiated by departments or programs or may initiate their own proposals for
340 programs or curriculum changes, submitting such proposals for consideration to the
341 appropriate Senate Committee on Course of Study.

342
343 ~~In the area of undergraduate curriculum~~ The Curriculum Committees shall have the right
344 to act on curriculum proposals, in accordance with the *Procedures for Preparing and*
345 *Submitting Curriculum Proposals for College Approval* approved by the Hunter College
346 Senate. Decisions by these committees may be appealed by the departments or programs to

350 the relevant Senate Committee on ~~Undergraduate~~ Course of Study. Matters on which
351 appeals are pending shall not be forwarded to the Senate, and a two-thirds majority of the
352 Senate Committee members present and voting shall be required to override such divisional
353 decisions.

354
355 Being no discussion the amendment was approved as presented.

356
357
358 The following amendment to Article VIII.4.A was on floor.

359
360 The Undergraduate Course of Study Committee shall have oversight authority on all
361 undergraduate curricular matters. It shall also concern itself through study and research with
362 policies relating to the undergraduate curricular organizations. All proposals pertaining to:

- 363
364 (i) ~~Basic Prescriptions~~ General Education Requirements.
365 (ii) New Majors.
366 (iii) New Minors.
367 (iv) Credit and Major or Minor concentrations.
368 (v) Degree Requirements.
369 (vi) Interdisciplinary Program.
370 (vii) Experimental courses
371

372 Being no discussion the amendment was approved as presented.

373
374
375 The following amendment to Article VIII.4.B was on the floor.

376
377 The Graduate Course of Study and Academic Requirements Committee shall review all
378 Master's **and Doctoral** Programs and graduate courses to be listed in the Hunter College
379 Bulletin on graduate studies, whether on the Master's or the Doctoral level.

380
381 Being no discussion the amendment was approved as presented.

382
383
384 The following amendment to Article VIII.5 was on the floor.

385
386 There shall be a Committee on Undergraduate Academic Requirements consisting of one
387 faculty member from each of the divisions (as defined in IV.1.B.ii), **a faculty member from**
388 **the School of Social Work**, and two faculty **members** from the divisions serving at-large; 3
389 students and 3 student alternates. The Dean of Students, the Chief Academic Officer or
390 designee, ~~Assistant Dean for~~ a **Director** of Advising, ~~Evening Student Services a~~
391 **representative of Student Services**, and the Registrar shall serve without vote. The Chair
392 shall be a faculty member elected by the voting membership of the Committee. Its functions
393 shall include the formulation of policy regarding methods of grading, requirements of student
394 attendance, regulations relating to withdrawal from courses, and admissions not specified by
395 Board of Trustees By-laws.
396

397 Being no discussion the amendment was approved as presented.

398
399
400 The following amendment to Article VIII.6 was on the floor.

401
402 There shall be a Committee on Student Standing, consisting of 5 faculty members including a
403 representative from the SEEK **Department Program**. The Dean of Students or designee, the
404 Director of ~~Evening Student Services, and the Assistant Dean for Advising and~~
405 **Counseling Advising and a representative of Student Services** shall serve without a vote.

409 The Chair of the Committee shall be elected by its voting membership. The Committee shall
410 be responsible for the evaluation of student records, for recommending to the Senate the
411 award of degrees to qualified students, and for formulating policy, for adoption by the Senate,
412 on the retention of students and the maintenance of academic standards.

413
414 Being no discussion the amendment was approved as presented.

415
416
417 The following amendment to Article VIII.9 was on the floor.

418
419 ~~The Senate shall establish~~ **There shall be a** Committee on the Budget, consisting of one
420 faculty member from each division (as defined in IV.1.B.ii), and the School of Social Work;
421 the Director of SEEK; 2 students and 2 student alternates; and a Chair elected by the Senate
422 without constraint as to category. The Chief Academic Officer, the Vice President for
423 Administration and designee will serve ex-officio without vote.

424
425 Being no discussion the amendment was approved as presented.

426
427
428 The following amendment to Article VIII.11 was on the floor.

429
430 **There shall be a** Committee on the Calendar, consisting of one faculty member from each of
431 the divisions (as defined in IV.1.B.ii), **a faculty member from School of Social Work**, and 2
432 students and 2 student alternates. The Dean of Students or designee, the Director of ~~Evening~~
433 ~~Student Services~~ **Advising**, the Registrar, and the Director of Financial Aid shall serve
434 without vote. The Committee on the Calendar will make recommendations on the College
435 Calendar, and, in consultation with the Faculty Personnel & Budget Committee, on the Bell
436 Schedule. The Committee will also evaluate existing registration procedures and make
437 recommendations regarding changes in registration procedures.

438
439 Being no discussion the amendment was approved as presented.

440
441
442 The following amendment to Article VIII.12 was on the floor.

443
444 **There shall be** a Committee on Departmental Governance, consisting of one faculty member
445 from each division (as defined in IV.1.B.ii), **a faculty member from the School of Social**
446 **Work**, 2 students and 2 student alternates, and one member of the administration (all with
447 vote). The Committee on Departmental Governance shall: (a) make recommendations to the
448 Senate on standards for Departmental By-laws; (b) review Departmental By-laws and
449 Amendments approved by departments and make recommendations for Senate action; (c)
450 make recommendations to the Senate on alleged infractions of Departmental By-laws.

451
452 Being no discussion the amendment was approved as presented.

453
454
455 The following amendment to Article VIII.14 was on the floor.

456
457 **There shall be** a Committee on Charter Review, consisting of one faculty member from each
458 division (as defined in IV.1.B.ii); **a faculty member from the School of Social Work**; 3
459 students and 3 student alternates; one member of the Administration to be designated by the
460 President who shall serve ex-officio; and a Chair elected by the Senate.

461
462 Being no discussion the amendment was approved as presented.

The following amendment to Article VIII.18 was on the floor.

Section 18

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, 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.

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.

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.

490
491 Being no discussion the amendment was approved as presented.
492
493

494 The following amendment to Article VIII.19 was on the floor.
495

Section 19

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 Committee.

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.

520
521 There was a proposed amendment to the amendment to strike one word: **There shall be a new**
522 **Standing Committee on Academic Assessment and Evaluation**
523

527 The question was called and received a second.

528
529 The amendment to the amendment was adopted by voice vote without dissent.

530
531 The question was called and carried.

532
533 The amendment was adopted by voice vote without dissent.

534
535
536 The following amendment to Article VIII.20 was on the floor.

537
538 **Section 20**

539
540 **There shall be a Committee on General Education, consisting of one full-time faculty**
541 **member from each division of the School of Arts and Sciences, three full-time faculty**
542 **members at-large from the School of Arts and Sciences, one full-time faculty member**
543 **from each of the professional schools with undergraduate degree programs, two**
544 **students-at-large, an associate Dean/Associate Provost for General Education, the Chair,**
545 **who shall be a full-time faculty member elected by the voting membership of the Senate,**
546 **and, serving ex-officio without vote: the Dean of the School of Arts and Sciences, the**
547 **Provost (or designee), the Director of Assessment, the Chair of the Undergraduate**
548 **Course of Study Committee (or designee), the Chair of the Committee on Academic**
549 **Assessment and Evaluation (or designee), the Registrar (or designee), and the Director**
550 **of Advising Services; (or designees of these offices).**

551
552 **The specific charges to the committee shall include: Develop, review, and approve all**
553 **college policies and procedures pertaining to the general education program (including**
554 **related graduation requirements) and curriculum; determine course approval guidelines**
555 **for courses to be included in general education; review and make recommendations**
556 **about such proposals; lead and coordinate periodic review of courses in general**
557 **education; devise programmatic assessment for general education; receive and review**
558 **programmatic assessment data and make recommendations on the basis thereof;**
559 **encourage and facilitate faculty participation in general education curriculum**
560 **development and teaching; advise the administration on matters of implementation of**
561 **general education requirements as passed by the Senate; collaborate with other Senate**
562 **committees, especially Undergraduate Course of Study and the Committee on Academic**
563 **Assessment and Evaluation, to ensure that all policies and procedures related to general**
564 **education are faculty-driven; and deliver regular reports to the Hunter Senate.**

565
566 There was a proposed amendment to the amendment to strike: ~~**associate Dean/Associate Provost**~~
567 ~~**for General Education**~~

568
569 The question was called and received a second.

570
571 The amendment to the amendment was adopted by voice vote without dissent.

572
573 There was a proposed amendment to the amendment to add the following:

574
575 “The Dean of the School of Arts and Sciences (**or designee**), the Provost (or designee), the
576 Director of Assessment, the Chair of the Undergraduate Course of Study Committee (or designee),
577 the Chair of the Committee on Academic Assessment and Evaluation (or designee), the Registrar
578 (or designee), and the Director of Advising Services (or designee).

579
580 The question was called and received a second.

581
582 The amendment to the amendment was adopted by voice vote without dissent.

586 The question was called and carried.

587
588 The amendment was adopted by voice vote without dissent.

589
590
591 The following amendment to Article VIII.21 was on the floor.

592
593 Section 21

594
595 There shall be a Committee on Food Services and Facilities, consisting of three faculty
596 members, three students, and the College Business Manager to serve as a Chairperson
597 ex-officio, all Committee members to have a vote. The Committee shall be responsible
598 for advising the administration concerning all food services at the College, including the
599 quality, variety, prices, and presentation of the food, as well as dining facilities. An
600 annual review of all contracted food services shall be part of the Committee's
601 responsibility.

602
603 Being no discussion the amendment was approved as presented.

604
605
606 The following amendment to Article XI.4. was on the floor.

607
608 2. When the chair of a department is a candidate for promotion to full professor, all of the
609 chair's duties in the promotion process for all candidates for promotion to full professor shall
610 be assumed by a chair pro tem. This includes having voice and vote on the departmental
611 P&B, the appropriate divisional or school P&B, and the college-wide Committee on Faculty
612 Personnel and Budget (FP&B) when such bodies consider the issue of promotion to full
613 professor. For the purposes of this section, the Ancillary Units (including the Library), shall
614 be regarded as a division, FP&B Subcommittee on Personnel in Ancillary Units as the
615 divisional P&B, and the chair of the Subcommittee on Personnel in Ancillary Units as the
616 divisional dean. The chair will have neither voice nor vote on any P&B when it considers any
617 aspect of the process for promotion to full professor. The chair pro tem shall be elected at the
618 first departmental meeting after the deadline date announced by the President for receiving
619 nominations and requests for consideration for promotion to full professor. The chair pro tem
620 will be elected by the full time faculty of the department who would ordinarily be eligible to
621 vote for department chair, and will need a majority vote of all such members of the
622 department for election. Hereafter references to the chair will be understood to apply either to
623 the department chair, if that person is not a candidate for promotion to full professor, or to the
624 chair pro tem.

625
626 3. The departmental P&B committee will be responsible for reviewing the files, scholarship
627 materials, and letters of outside evaluation for all the candidates for promotion to full
628 professor within the department and to make a recommendation as to whether the candidate
629 should be endorsed for promotion.

630
631 4. The departmental P&B committee shall compile the list of external evaluators. Although
632 the candidate shall be invited to submit names for this list, the final determination of who
633 shall be contacted is the responsibility of the departmental P&B committee and the
634 department Chair.

635
636 5. The Chair of the candidate's department shall on behalf of the departmental P&B
637 committee perform such administrative tasks as contacting outside evaluators, sending them
638 the candidates' appropriate materials, receiving the evaluations, and transmitting them to the
639 departmental P&B committee. The Chair shall write the Chair's report summarizing the
640 candidate's record.

645 6. The departmental **P&B** committee shall make its recommendation to the respective school
646 or divisional Personnel and Budget Committee via the office of the respective Dean. The
647 candidate will be informed of the recommendation and, if negative, may elect to withdraw or
648 to continue in the process.

649
650 7. The responsibilities of the Dean shall include, but not be limited to, scheduling meetings
651 of the respective personnel and budget committee; scheduling interviews with candidates and
652 the respective personnel and budget committee; duplicating the candidates' curriculum vitae,
653 external evaluations, and any other pertinent materials; maintaining the files on the candidate;
654 and placing candidates' publications in the Archives.

655
656 8. The appropriate divisional or school personnel and budget committee shall review all
657 supporting documents for the candidate's promotion. An interview before this committee may
658 be requested by the candidate or the committee. Refusal to meet with the committee shall not
659 be prejudicial to the candidate. However, the committee shall not refuse to meet with the
660 candidate once such a meeting is requested in writing by the candidate. The committee may
661 ask any member of the **full-time** faculty to serve as a resource in gathering pertinent
662 information on the candidate's relevant discipline, including members from the candidate's
663 department and/or school or division.

664
665 Being no discussion the amendment was approved as presented.

666
667
668 The following amendment to Article XII was on the floor.

669
670 Section 1

671 The College shall establish the office of Hunter College Ombuds~~man~~ **Officer**, providing a
672 full-time secretary and such assistants as the incumbent may choose to staff the operation.

673
674 Section 2

675 Any member of the College community eligible to serve on the Senate may be nominated or
676 may nominate herself or himself for the position of Hunter College Ombuds~~man~~ **Officer**.
677 Such nominations shall be addressed to the Nominations Committee of the Senate which may
678 make its own nominations as well as soliciting them from the floor of the Senate. Each
679 candidate shall be voted on individually by a for-or-against vote, the appointment going to the
680 candidate with the highest plurality of “_for_” votes, provided their number exceeds two-
681 thirds of the number of representatives present and voting.

682
683 Section 3

684 The appointment shall be for a term of three years, removal from office to occur only as **a the**
685 result of **disability demonstrated inability to perform the duties of the office.**

686
687 Section 4

688 The Hunter College Ombuds~~man~~ **Officer** shall consider complaints and grievances that are
689 brought by any member of the Hunter College community, concerning a condition or problem
690 in the College, may investigate the conditions giving rise to such complaints and may refer
691 cases to others when the usual appeals procedures seem adequate. The Ombuds~~man~~ **Officer**
692 will undertake independent investigations, in general, only if the usual procedures have
693 proved inadequate or have been exhausted, and shall be empowered to recommend action to
694 any officer or to any committee or organization of the College. The Ombuds~~man~~ **Officer**
695 shall from time to time report on his or her work to the Hunter College Senate; and may
696 otherwise publicize the results of investigations.

704 Section 5

705 The Ombudsman ~~man~~ **Officer** shall be responsible for causing an impartial review to be
706 conducted of the structure and the functioning of the College Senate at the end of two years of
707 operation, with a view to recommending such changes in structure, functions, operations, by-
708 laws and the like as this review of Senate experience may indicate.

709
710 Being no discussion the amendment was approved as presented.

711
712
713 The following amendment to Article XIV was on the floor.

714
715 B. Recommended by the President of Hunter College to the CUNY Board of ~~Higher~~
716 **Education Trustees**.

717
718 C. Approved by the CUNY Board of ~~Higher Education~~ **Trustees**.

719
720 Being no discussion the amendment was approved as presented.

721
722 The Charter with the proposed amendments is in Appendix II.

723
724
725 **Master Plan Committee:**

726 Professor Laxmi Ramasubramanian, Chair of the Committee, gave a PowerPoint Presentation on
727 the work that that committee has done over the past year. The presentation is available in hard
728 copy at the Senate Office.

729
730
731 **Committee on General Education:**

732 Professor Laurence Kowerski, Co-Chair of the Committee on General Education presented the
733 following resolution.

734
735 **RESOLUTION RE HUNTER FOCUS**

736
737 Be it resolved that students who have fulfilled the Foreign Language portion of the Focus and
738 have only 3 more credits left to complete the Focus shall be automatically waived from taking
739 those last 3 credits. This change to the Hunter Core Requirement shall apply to all students
740 graduating before or during academic years 2015-16 and 2016-17.

741
742 After discussion the question was called and carried.

743
744 The resolution carried by voice vote with 1 Nay and 2 abstentions.

745
746
747 Due to the late hour, it was moved that the meeting be adjourned. The motion carried, and the meeting
748 adjourned at 5:16 PM.

749
750
751
752 Respectfully submitted,

753
754
755 Thomas DeGloma
756 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	A	
	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) X	
	Mike Steiper	(A) A		Hongxing Li	X	
Art & Art History	Marc Edelman	(A) X	Music	Robert Raffaniello	(A) X	
	Harper Montgomery	X		Dean Johnston	(A) X	
	Carrie Moyer	X		Jewel Thompson	A	
Biological Sciences	Daniel Bozhkov	(A) X	School of Nursing	(A)	(A)	
	Nebahat Avcioglu	(A) X		Michele Cabrini	(A) A	
	Derrick Brazill	A		Christine Anne Ganzer	X	
	Shirley Raps	E		Abigail Kotowski	X	
Chemistry	Paul Feinstein	(A) X	Philosophy	Lynda Olender	(A) X	
	Maria Pereira	(A) X		Justin Garson	A	
	Akira Kawamura	A		Omar Dahbour	(A) X	
Classical & Oriental Studies	Gabriela Smeureanu	(A) A	Physics & Astronomy	Laura Keating	(A) A	
	Joanne Spurza	E		Marilyn Rothschild	A	
	Larry Kowerski	(A) A		Ying Chen	(A) X	
Computer Science		(A)	Political Science	Kelle Cruz	(A) A	
	Lei Xie	A		Rachel Schutte	A	
	Felisa Vasquez-Abad	(A) X		Jill Schwedler	(A) X	
Curriculum & Teaching		(A)	Psychology		(A)	
	Jody Polleck	X		Roseanne Flores	A	
	Jason Wirtz	A		Joseph Lao	A	
	Stephen Demeo	(A) X		Peter Serrano	(A) X	
Dance	Ben Shuldiner	(A) A	Physical Therapy	Peter Moller	(A) E	
	David Capps	X		Herb Karpatkin	X	
	Betsy Cooper	(A) X		Tom Holland	(A) X	
Economics	Kathleen Isaac	(A) X	Romance Languages	Milo Lipovac	(A) X	
	Timothy Goodspeed	X		Julie Van Peteghem	A	
				Rolando Perez	(A) X	
Educational Foundations & Counseling	Avi Liveson	(A) A	School of Social Work	Monica Schinaider	(A) A	
	John Li	(A) X		Terry Mizrahi	X	
	Veronica Muller	A				
	Alexander Fietzer	(A) X		Samuel Aymer	(A) X	
English	John Keegan	(A) X	Sociology		(A)	
	Leigh Jones	X		Mark Halling	A	
	Sarah Chinn	A		Mike Benediktsson	(A) X	
Film & Media Studies		(A)	Special Education		(A)	
	Steven Wetta	(A) X		Elizabeth Klein	A	
	John Keegan	(A) X		Jennifer Klein	A	
Geography	Ricardo Miranda	X	Speech-Language Pathology and Audiolo	Kristen Hodnett	(A) X	
				Susan Wortsman	(A) X	
	Joseph McElhane	(A) X		Donald Vogel	X	
	Larry Shore	(A) X			(A)	
German	Haydee Salmun	X	Theatre	Jonathan Kalb	X	
	Jochen Albrecht	(A) A		Louisa Thompson	A	
	Carsten Kessler	(A) A			(A)	
History	Elke Nicolai	A	Urban Policy and Planning	Jill Simone Gross	(A) A	
	Eckhard Kuhn-Osius	(A) E		Stanley Moses	X	
		(A)			(A)	
Library		(A)	School of Urban Public Health	Franklin Mirer	(A) X	
	Rick Belsky	A		Women & Gender Studies		
	Manu Bhagavan	(A) X			Jennifer Gaboury	(A) E
Eldor Mehilli	A	Rupal Oza	E			
Library	Mee' Len Hom	A		Catherine Raissiguier	X	
	Sarah Ward	A				
	Adina Mulliken	(A) X				
	Danise Hoover	(A) A				

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
Jonah Garnick	A
Tamzeed Rahman	X
Ashley Wong	X
Sadal Ayaz	X

At-Large, Lecturers and Part-Time Faculty

Student Services	Shannon Salinas	A
	Brian Maasjo	(A) X
Mathematics & Statistics	Bill Williams	A
Sociology	Thomas DeGloma	A
Library	Jocelyn Berger-Barrera	A
English	Jeff Allred	A
THHP	Sarah Jeninsky	A
Mathematics & Statistics	Barbara Barone	E
Nursing	David Keepnews	A
Music	Brad Stoller	X
Urban Policy & Planning	Elaine Walsh	A
Urban Policy & 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	X
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	A
Special Counsel to the President & Dean	Laura Hertzog	X
School of Nursing	Dean Gail McCain	X

TEMPORARY REALLOCATION OF SEATS (clickers)

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

APPENDIX II

Charter Review: Second Reading with Amendments from the floor

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	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	<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>te Professors, Assistant Professors, and Instructors on full-time appointments. e), 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. graduate students, other than students in the SEEK Department. uate students. 2% Undergraduate students – SEEK Department. 11% Graduate students. 5% Administration.</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 non-faculty department members in the title series College Laboratory Technician and Higher Education Officer. graduate students, other than students in the SEEK Program. ate students. ts – SEEK Program. 11% Graduate students. 5% Administration.</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) 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	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 officers of the Senate (Article V).	

<p>III.4</p>	<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>	
<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 style="padding-left: 40px;">(IV) 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 style="padding-left: 40px;">(IV) 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 Resolution of 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 style="padding-left: 40px;">(IV) 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 style="padding-left: 40px;">(IV) 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) Each of the departments that include members in these ranks may elect from among their number one nominee for one of the 12 remaining Senate seats.</p>	<p>Amendments to this section were approved by Resolution of 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>ved 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>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>SA 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>(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>	<p>Amendments to this section were approved by Resolution of the Senate on 3-9-16.</p> <p>Amended from the Senate floor on 5/4/16.</p>
<p>IV.2.F</p>	<p>Two Senate seats shall be filled by nominations and elections from among and by the students in the SEEK Department.</p>	<p>Two Senate seats shall be filled by nominations and elections from among and by the students in the SEEK Program.</p>	
<p>IV.2.G</p>	<p>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.</p>	<p>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.</p>	
<p>VIII.1</p>		<p><u>E. Each committee has two faculty alternates.</u></p>	<p>Each committee is allowed two faculty alternates.</p>

<p>VIII.3</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); 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>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>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>D. Both of these Committees shall have Deputy Chairs elected by the voting members of the Committee.</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>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>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. (v) Degree Requirements. (vi) Interdisciplinary Program. (vii) Experimental courses</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) <u>General Education Requirements.</u> (ii) New Majors. (iii) New Minors. (iv) Credit and Major or Minor concentrations. (v) Degree Requirements. (vi) Interdisciplinary Program. (vii) Experimental courses</p>	
<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>Study and Academic Requirements Committee shall review all Master's <u>and Doctoral</u> 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), <u>a faculty member from the School of Social Work,</u> 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 <u>Director of Advising, a representative of Student Services,</u> 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 <u>Program.</u> The Dean of Students or designee, the Director of <u>Advising and a representative of Student Services</u> 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>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 Administration and designee will serve ex-officio without vote.</p>	

VIII.11	<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>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.</p>	
VIII.12	<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>	
VIII.14	<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>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.</p>	
VIII.18		<p>Section 18</p> <p><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, 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 rest of the committee. In addition, the committee chair shall be recused from serving on the subcommittee.</u></p>	<p>Established on 9-27-06 and revised on 2-24-16 by Senate Resolution.</p>

<p>VIII.19</p>		<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 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>	<p>Established on 2-24-10 and revised on 12-10-14.</p> <p>Amended from the Senate floor on 5/4/16.</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 (or designee), 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 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>Established on 11-10-10.</p> <p>Amended from the Senate floor on 5/4/16.</p>
VIII.21		<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 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 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 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 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>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 <u>full-time</u> 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 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>Section 1 The College shall establish the office of Hunter College Ombuds <u>Officer</u>, 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 <u>Officer</u>. 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.</p> <p>Section 3 The appointment shall be for a term of three years, removal from office to occur only as <u>the</u> result of <u>demonstrated inability to perform the duties of the office</u>.</p> <p>Section 4 The Hunter College Ombuds <u>Officer</u> 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 <u>Officer</u> 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 <u>Officer</u> 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 <u>Officer</u> 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 <u>Higher Education</u>.</p> <p>C. Approved by the Board of <u>Higher Education</u>.</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>	