Minutes
Hofstra University Senate Faculty Affairs Committee
November 27, 2017
Axinn Library 411
4:30 p.m.-6:30 p.m.

Present: Donna Balson, Francesca Cassio, Lisa Filippi, Rina Hirsch, Maureen Houck, Dennis Mazzocco, Holly Seirup, Terri Shapiro.
Absent: Russell Chun, Conrad Heroild, Rina Hirsch, Maureen Houck, Georgina Martorella, James Sample, Gina Sorrentino, Xiang Fu

Instigating

PROPOSED REVISION TO FACULTY STATUTE IXD

The Committee unanimously approved the proposed revision to the statute as follows:

D. The Agenda shall be set by the Speaker of the Faculty, in consultation with the chair of the Senate Executive Committee, the President of the Hofstra Chapter of the AAUP and the Chair of the Chairpersons Caucus.

At Dennis Mazzocco’s request, the committee agreed to recommend to the Speaker that consultation regarding the agenda is undertaken in advance of each Full Faculty Meeting.

ADJUNCT TEACHER OF THE YEAR

The committee held a brief discussion on this topic, and found that we need information regarding the current procedure for election of full-time teacher of the year in order to proceed. Donna Balson will approach Rich Apollo for that information and give a report at the next FA meeting.

PROPOSAL FOR DEPUTY (VICE) SPEAKER

The Committee discussed the proposed new position. The Committee also discussed the possibility of compensation-sharing for the Speaker and Deputy. Donna will ask Stu Bass to work with her on creating a detailed description of the duties of the Speaker, so that we can discuss whether a deputy is required and if so, what portion of the Speaker’s duties would be delegated to the deputy.

PROPOSAL TO REPLACE PAPER CTRs WITH ELECTRONIC DELIVERY SYSTEM

After a detailed discussion of the pros and cons, the Committee approved a motion to institute a pilot program, on a voluntary basis for each faculty member, to move to an electronic delivery system for CTRs. The vote was 5 in favor, 1 abstention.

The committee agreed that the wording of the current CTRs will be preserved, with the possible exception of any questions that do not apply equally to online and face-to-face classes, which may be revised for that reason only. The current process for distributing the CTRs will also be preserved as far as scheduling at the end of the semester, and administration during class time. We will discuss the process for creating the pilot program in future meetings.
ONLINE PEER EVALUATIONS

There was not sufficient time to discuss this item at this meeting. The item will be taken up in the Spring semester.

The meeting Adjourned at 6:30 pm.

SPECIAL LEAVES

The following seven members of the committee reviewed sixty-one proposals for Special Leaves: Donna Balson, Russell Chun, Francesca Cassio, Lisa Filippi, Rina Hirsch, Ann Grafstein, Xiang Fu.

Findings were submitted on January 6, 2018. All applications were recommended for approval.

Respectfully submitted,

Donna Balson, Adjunct Professor
Chairperson of Faculty Affairs