

**MINUTES**  
**Faculty Affairs Committee**  
**September 18, 2019**  
**1:00 p.m. 411 Axinn Library**

**Voting Members Present:**

Ann Grafstein  
Michael Heiss  
Rina Hirsch (Chair)  
Maureen Houck  
Kris Lotier  
Kevin McElroy  
Rebecca Natow  
Jean-Paul Rodrigue  
Elisabeth Schlegel

**Non-Voting Members Present:**

Elisabeth Ploran (AAUP President)  
Holly Seirup (Dean, HPHS)  
Terri Shapiro (Sr Vice Provost for Academic Affairs)

**Absentees:**

Russell Chun  
Deborah Elkis-Abuhoff  
Xiang Fu  
Sylvia Silberger

1. Meeting was called to order at 1:02 p.m.
2. Minutes of the April 29, 2019 meeting were unanimously approved.
3. Rina gave an update to the committee on her and Jean-Paul's meeting with the Chairs' Caucus earlier in the semester to discuss the issue of Predatory Publications. The Chairs' Caucus requested that this information be forwarded to the chairs of the DPCs across the university. We are waiting on a list of all DPC chairs at the University to forward this information.
4. Unanimously approved revision to Faculty Statute #7 in the Senate by-laws to include Chief Diversity & Inclusion Officer as an Ex-officio Member of the Senate was unanimously approved. The committee did not think it was necessary to add any other members to the list at this time. A question came up about the inclusion of the "President of the Graduate Student Organization" as an Ex-Officio member because there is no "Graduate Student Organization." Rina will bring this up to Bill to determine if this position exists or not and whether any change should be made to Faculty Statute #7 to correct the title of that position or strike it altogether.
5. Unanimously approved the striking of Faculty Policy Series #28 on Retirement because it is no longer relevant since the CBA dictates rules regarding Retirement and Postretirement Benefits.
6. The committee reviewed the "Suggested Minor Modifications to Existing Class Schedule."
  - Some of the discussion that ensued had to do with concerns for adjuncts scheduling since they often work at multiple schools. However, it seems the schedule modifications are not as disruptive as the original proposal that would have switched to a MR and TF schedule.
  - There was extensive discussion about Rules in the Policies for Class Schedule:

- Elisabeth suggested that Rule 1 would make it onerous on a faculty member that is responsible for teaching all sections of a required course. They wouldn't be able to schedule classes only on MW for example, because of the requirement to offer diverse meeting days.
  - Elisabeth also mentioned the issue of faculty being assigned a start time of 8am (MW/TR) or 8:20am (MWF/TRF) not being able to drop their young children off for childcare or not even being able to make it to Hofstra if they are coming in on the train from the city.
  - Elisabeth expressed concerns with requiring certain percentages of sections that must start at certain times.
  - Rule 5a, "Required courses, where enrollment is assured be scheduled into lower demand time zones (e.g. earlier or later in the day)." Various interpretations have been brought to Elisabeth's attention. One example is that new faculty often teach these types of classes, so this may force newer faculty to teach sections in undesirable time slots.
- Elisabeth suggested that we have an open comment period for the full faculty, whereby a short survey is sent out for them to express concerns. She indicated that we are not able to get a good sense of everyone's concern because we are only getting input from certain faculty involved in the shared governance process.
7. The committee began discussion of changes that can be made to the existing CTR instrument for use in online/hybrid delivery classes. For example, a suggestion was made that item 4 should refer to "meaningful interactions" instead of "meaningful questions." Rina asked the committee to review the CTR instrument and consider changes ahead of our next FAC meeting.
  8. Rina brought up new business of The Hofstra Chronicle recent Op-Ed by a student expressing concerns about anti-Semitism on campus. She will try to have Cornell Craig, Chief Diversity & Inclusion Officer, present at the next meeting to discuss how we can develop faculty sensitivity to our Jewish population and other groups on campus (e.g., conservative students).
  9. Tabled Discussion of:
    - a. Discuss adding CTR criteria to evaluate instructor's diversity initiatives in curriculum and/or support for an inclusive classroom environment.
    - b. Discuss changing the title of the Secretary of the Faculty to Deputy Speaker and changing the responsibilities of the position with the goal of serving in an outreach capacity and formalizing the reporting apparatus for special committees.
    - c. Discuss having faculty pictures automatically associated with Outlook/Blackboard accounts with an opt-out option.
  10. Meeting was adjourned at 2:08 p.m.