

**UNIVERSITY FACULTY MEETING MINUTES
FRIDAY, DECEMBER 2nd, 2011**

For attendees, please see attachment A1.
The meeting was called to order at 3:07 p.m.

I. The minutes of the October 24, 2011 meeting were approved.

II. Report of the Speaker of the Faculty:

Prof. Nirode convened the meeting by reporting that last year, the students raised over \$8000.00 for St. Baldrick's, a childhood cancer research charity. This year, Provost Berliner has agreed to shave his head if the students raise \$25,000.00. Jared Occhicone, a student and member of Hofstra's Roller Hockey Team, gave a brief summary of the fundraiser. The event, which will be held on March 14th in the Student Center, has been sponsored by the Hofstra Roller Hockey Team for the past 3 years. It has raised over \$20,000 during that time. Faculty are urged to spread the word for this event, and to volunteer, donate, or participate in some way. More information can be found on the team's website at <http://www.hofstrahockey.org>.

Prof. Nirode also reported that the Task Force on Retention and Student Experience has been meeting this semester and have currently split into two sub-committees. One, co-chaired by Barbara Bohannon and Terry Godlove, focuses on retention in academic areas and the other, co-chaired by Sandra Johnson and Warren Frisina, focuses on student supporters. If faculty members have any questions or input, please do not hesitate to contact one of the chairs or the Provost.

Prof. Nirode also updated the faculty on an issue raised last year regarding a change that was made through the computer center regarding logout timers. If someone is away from their computer for more than a few minutes, they are required to log back into the computer and many faculty members have complained about it. Prof. Nirode reported that the issue is being looked at by the University Senate and will hopefully have some kind of resolution or proposal by the next faculty meeting in March.

Prof. Nirode announced that an issue arose regarding the Guidelines for Faculty Email, which was passed back in October by the faculty. In the guidelines, it states:

It is not appropriate to send grades by e-mail. Faculty should be aware that according to FERPA, e-mail is not a secure, private means of posting grades.

Upon bringing this item to Legal Counsel, they advised that this is not an accurate statement, as FERPA does not directly address the issue of emailing grades. Therefore, the University Senate will be reworking this item and will bring it to the faculty in the spring.

III. Report of the AAUP, Dennis Mazzocco

Prof. Mazzocco reported that the AAUP has had an election cycle following the ratification of the contract as per the bylaws in the constitution. All officers who ran were elected by acclamation:

- Vice President of Grievances – Conrad Herold, Department of Economics
- Treasurer – Phil Katzman, Department of Radio, TV and Film

- Recording Secretary – Richard Pioreck, Department of Writing Studies and Composition
- Steering Committee member – Pat Navarra, Department of English
- Immediate Past Officer - Sharryn Kasmir

The next election process will take place in the spring for President and Second Vice President for Collective Bargaining.

Prof. Mazzocco reported that on October 26th, the Center for Civic Engagement had a “Day of Dialogue,” where presidents and representatives of the various unions on campus addressed students about the key issues in collective bargaining. They discussed what it means to have these unions on campus, how they function, and how they are connected to other workers’ struggles off campus. This is the first time that the leaders of all five unions have been brought together in this type of forum. The discussions were very interesting, and it is hoped that this dialogue will continue in the future.

Prof. Mazzocco reported that there was an article on the online version of *The Chronicle of Higher Education* titled “Unions Confront the Fault Lines Between Adjuncts and Full-Timers.” This article discusses the challenge that many public and private universities are facing as adjunct faculty argue for wider collective bargaining rights.

“The three groups, the American Association of University Professors, the American Federation of Teachers, and the National Education Association, have a long way to go before their membership and their leadership reflect the dominant role that adjunct instructors play in the higher-education work force. Such instructors now account for about two-thirds of all faculty members employed by public and private colleges.”

Prof. Mazzocco reported that here at Hofstra, we have more than 560 adjuncts, over 510 administrators, and approximately 450 full-time faculty members. We take it very seriously that this faculty union represents both full-time and adjunct professors. In the last contract negotiation, the union made it a point of arguing for improved working conditions and improved wages for our adjunct faculty members. Looking at the *Chronicle*, one would argue that this stance on the part of the union is an informed position given the state of higher education today as well as the continued pressure from the “for profit” sector.

Prof. Mazzocco also reported that three other labor unions have made significant efforts to organize non-tenure-track faculty—the Communications Workers of America (largely with Verizon,) the United Auto Workers, and the Service Employees International Union. This has changed the landscape for collective bargaining. This will continue to be an issue for all of higher education. The AAUP feels they have a responsibility to work for their adjunct population. The AAUP’s position has always been to have the adjunct and full-time faculty in the same bargaining unit. It will continue to do its part to ensure that all of our faculty are working together in the collective and cooperative spirit that we have always enjoyed here at Hofstra. Adjunct member Richard Pioreck is a member of the AAUP’s Executive Council and we have two adjunct members on our Steering Committee.

Prof. Mazzocco reported that there has been a lot of discussion on campus recently about looking at adjunct promotion criteria and an email on the topic was sent out to the membership last Monday. While there has not been a rash of promotion applications in the adjunct group, the AAUP looks at this as a development (that has come right off of the negotiations) and asks that all of the faculty look carefully and not rush into revising criteria when there does not seem to be a problem. The issue of adjunct wages, and compensation in general, is an issue that is

widely debated, not only at this university. The idea of suddenly having to adopt new criteria, when there has not been a rash of applications, seems curious. This is a faculty driven issue as promotions are handled through the department personnel committee structure, so Prof. Mazzocco urges caution and deliberation in considering adjunct promotion criteria. Prof. Mazzocco reminded everyone that at the 2006 negotiation, there was a discussion that promotion from Adjunct Assistant to Adjunct Associate would largely be driven by outstanding teaching performance and not driven by a need for greater scholarship, though scholarship would not be discounted.

Prof. Mazzocco reported that we have an adjunct laptop program that we have negotiated with the University. If anyone knows adjuncts that need laptops, please contact your Dean's Office. Hopefully, the program will be up and running by the spring semester.

Prof. Mazzocco reported that with respect to retirement incentives, Dolores Fredrich, Vice President for Legal Affairs and General Counsel, and our attorney Beth Margolis, are still trying to finalize the contract language and we are hoping to get a printed copy of the contract within the next few weeks. In article 7.24 the contract provides for a reduced load for faculty who have the sufficient age and amount of service. This is the new area of retirement incentive that we have negotiated in which qualifying faculty can apply for a 22.5 credit schedule over the last five semesters of their regular service. In addition, in article 7.30, for those faculty who have the age and service, per the contract, they will still be able to apply to the old program, but only up until August 31, 2012. Prof. Mazzocco also reported that they have opened up a small window for faculty who are over 70 years of age who want to retire with some incentive. The only stipulation is that they have to give notice to the administration by December 31, 2011.

Prof. Mazzocco reported that the AAUP had a joint standing committee meeting with the administration about distance learning at the end of October and will have another one next Thursday. There has been discussion from faculty that in the past, the caps for enrollment on distance learning was 20 students. There has been some discussion about raising those enrollment limits. It is the majority faculty position, through research and talking with faculty, that any enrollment over 20 students in a distance learning class is absurd and pedagogically unsound. Prof. Mazzocco reported that they will continue to argue this point and will continue to have dialogue with faculty and administration. A discussion followed.

Prof. Mazzocco reported that the AAUP's administrative coordinator, Jennifer Jokinen is in the office from 10am – 5pm Monday through Friday.

IV. Report of the Chairs Caucus, Bob Papper

Prof. Papper reported Chairs Caucus has completed a survey on with participation from exactly 2/3 of the chairs at the university. Based on the outcome, they have compiled a summary of the results. The survey included three parts: faculty problems with computers, problems with the computers in the classroom, and a list of other related technology issues that did not categorize specifically in one place or another. This report was endorsed by the chairs caucus and went to the Provost's office. A meeting occurred between Prof. Papper, the Provost and Bob Juckiewicz, Vice President for Information Technology, discussing technology and issues at the university. The most critical thing that came out of the meeting was Director Juckiewicz's commitment that all classroom technology issues would be fixed by the beginning of the spring term. Prof. Papper requests that as issues come up with technology problems in the classrooms please alert him and he will forward them on to Director Juckiewicz. In addition, Prof. Papper asks that if anyone who was not included in the survey and knows of issues that were not listed in the summary, to please contact him.

Prof. Papper reported that the caucus is completing its work on issues with eTime. They also have been involved in enrollment issues for online classes that were mentioned earlier by Dennis Mazzocco. The chairs' do not want to see too many students in these classes.

Prof. Papper also reported that there have been discussions on new and replacement faculty lines as well as issues with graduate student stipends and/or graduate students working as adjuncts, which is an issue for some departments, such as ones in the Sciences. The chairs' caucus has also had discussions on foreign language requirements.

Prof. Papper commented on class schedule due dates and that the caucus feels the notion of having next fall's class schedule due in the middle of registration for the spring, is an absurd deadline that is unnecessary and disruptive. They are currently working on getting this kind of thing delayed, so scheduling can be done in a timely manner that faculty members can manage.

Prof. Papper reported that the caucus is working closely with advisement regarding some issues and that they have established a very good working relationship with admissions.

The next chairs' caucus meeting is Wednesday, December 7th in the Student Center with Bob Juckiewicz as a guest.

V. Report of the Senate:

Prof. Bass reported that the Planning and Budget and Student Affairs Committee's of the University Senate are working together to approve a traffic signal on California Avenue at the junction of Weller Hall and CV Starr. Issues have been raised regarding the safety in that area. Likewise, these committees are working on the enforcement of the 20-foot Smoking Buffer Zone around the perimeter of all buildings. The University Senate is also working on a resolution to determine the membership and voting rights for the new members for the School of Engineering and Applied Sciences as well as a motion for the creation of a special Task Force to establish possible guidelines for the evaluation of academic and non-academic university administrators and directors.

Action Items

1. Prof. Bass presented for action the revisions to the Course Completion Ratio. These revisions would make any first term student, that is below a certain threshold as established by the policy in the course completion ratio, would be placed on academic warning – which has significant differences in the consequences for the student than being placed on academic probation. Included in the revisions is a footnote that reads:

"Students should note that the completion ratio policy requirements are not necessarily equivalent to the federal aid satisfactory academic progress (SAP) requirements. Students should consult Student Financial Services with any questions."

2. Prof. Bass presented for action the revisions to Faculty Policy Series #42 – Grade Appeal Policy. The revisions of the language to this policy allow Dean's permission to dismiss a case if they consider it frivolous. However, none of the changes that the committee proposed would change the ability for a student to further their appeal to the Provost's Office. The item was passed unanimously.

VI. Adjournment

The meeting was adjourned at 4:53 p.m.