For attendees, please see attachment A1.

The meeting was called to order at 2:05 pm.

I. The minutes of the October 24, 2017 minutes were approved.

II. Report of the Speaker of the Faculty, Stuart Bass

Prof. Bass convened the meeting by reporting that a response of 74% has been received regarding the mid semester advisory policy.

III. Report of the Provost, Gail Simmons

Provost Simmons reported on general issues that affect us academically:

- Various government programs, whether promulgated by the state government or federal government, are having an enormous impact on our institution.
  - Excelsior Program, allows students to attend a SUNY or CUNY college tuition-free.
    - has shown its effects in our entering fall class
    - significant decline in transfer students
    - decrease in students entering from our local area
  - competing in a different way with both public and private institutions outside of New York State
    - Connecticut State system is considering lowering its tuition for out of state students
    - Private institutions in NY, NJ, CT & PA are all looking at how they are going to regain a significant fraction of the NY market which they have come to count on
- federal initiatives which have had a significant impact on our enrollment
  - climate for International Students, particularly international graduate students, has become very perilous
  - taxable Graduate Tuition Remission will further complicate the situation
  - threat of failure to be able to deduct state and local taxes or mortgage interest will also affect domestic students from all over the country whom we might recruit
- need to redouble our efforts to look at not just how we recruit students, but what we do for those students when we get them here
- retention has never been a bigger challenge for us than it is right now

Provost Simmons reported on the results of Hofstra’s first Climate Survey:

- speaks about the parts students don’t tell us about when they speak of their academics
- an email went out with a link to the executive summary of the report
- the Information Technology Department is working on getting the entire report up on the portal

Provost Simmons reported on her Digital Fellowship with the Academy of Chief Academic Officers

- working with faculty in the Mathematics Department and some others on a pre-freshman opportunity who are pursuing math-heavy majors to bring themselves better up to speed on their math skills before they start at Hofstra
- pilot this summer with entering students in Engineering and then look expands the program depending on its effectiveness
- uses a particular kind of digital pedagogy known as “adaptive learning,” which helps takes students from wherever they are to the next step in readiness and comprehension
  - more personalized in its approach
  - especially effective for students who are more vulnerable
- need to pursue more initiatives that level the playing field
- held a lunch to speak about these digital tools
  - over 50 faculty in attendance
  - great conversation
  - will plan another one in the spring semester that focuses in on specific areas of digital pedagogy that can have a big impact
- had a meeting with Library faculty
- discovered that faculty have been thinking about ways to help students get more out of their education without spending more money
  - open educational resources
  - things that students can use in lieu of textbooks
  - resources we already pay for as part of what we purchase in our library but which can be used as adjunct textbooks or in lieu of textbooks or part of a curriculum
  - will be urging deans and department chairs to ask the librarians to come to some curriculum committee meetings in their units
    - there are opportunities to learn about these things early in curriculum design processes

IV. Report of the Senate, George Giuliani:
Prof. Giuliani reported that the Senate Executive Committee has been meeting monthly, as well as the University Senate. The various committees of the Senate have been working on initiatives but at this time there are no action items.

V. Report of the Chairs’ Caucus, Kathleen Wallace
Prof. Wallace reported that the Chairs’ Caucus has been working on scheduling issues and retention issues.

VI. Report of the AAUP, Dennis Mazzocco
Prof. Mazzocco reported that a general membership meeting was held on October 25. Ira Kolko, Senior Associate Director of Human Resources, and Denise Cunningham, Chief Human Resources Officer, were in attendance and gave a workshop regarding the open enrollment period. In addition, at the meeting there was also some discussion about chapter finances. The chapter is in good shape. New financial controls have been put into effect. Membership levels remain high and the chapter has stepped up internal organizing in recent years to keep these levels high.

Prof. Mazzocco reported that the Chapter hosted a Department Personnel Committee (DPC) and Department Chair workshop in early October. Many of the procedures and protocols in the Collective Bargaining Agreement (CBA) were explained. There was also a discussion about new adjunct contracts, and guidelines for reappointment, tenure and promotion. Another workshop is expected for next year.
Prof. Mazzocco reported that the next membership meeting will be held in early March. Dr. Julie Schmid, the Executive Director of the national AAUP will be a guest speaker. She will give updates on the fight to save higher education and academic collective bargaining initiatives that the national office is involved in.

Prof. Mazzocco reminded everyone that they are entitled to union representation if they are called to a meeting with their chair, dean or provost.

Prof. Mazzocco encourages all faculty members to check their pay check stubs on the portal. If there is extra income from supervised internships, tutorials, or extra paid work, please ensure that the correct pay is given, as mistakes sometimes occur.

Prof. Mazzocco reported that over the next couple of weeks, the AAUP will be distributing copies of the CBA to all faculty, including department chairs. Copies can also be downloaded from the AAUP website, http://aaup-hofstra.org/.

Prof. Mazzocco reported that starting in January, the chapter will be distributing one faculty chapter membership identification card to all members in good standing. The cards will be sent to home addresses. Starting in the spring, members will be checked into membership meetings with the new cards. This will help the chapter stay in touch with the membership and help get to know which areas are being underserved.

Prof. Mazzocco reported that the deadline to apply for tuition remission is January 1. The tuition exchange deadline is February 28. Please submit all applications through the portal.

Prof. Mazzocco reported that the chapter and senior administration has met two times this semester at the Joint Standing Committee to deal with ongoing issues. The Joint Standing Committee is a regular standing committee under the contract, and meets at least two times a semester. The purpose of the committee is to reduce the possibility of grievances and arbitration proceedings.

Prof. Mazzocco was asked by Prof. Bass to comment on a current investigation by the U.S. Department of Labor regarding the results of last semester’s elections. Prof. Mazzocco reported that a former officer of the chapter filed a challenge in the election for the office of 1st Vice President, Grievances. Over the summer, the election committee investigated the matter with our attorney and produced a detailed, 37-page report, which was distributed to all AAUP members in September. The Election Committee unanimously rejected the challenge on all points. The matter has since been referred to the Executive Council, which is the next body in the appeal process. The Election Committee’s report was reviewed, and a hearing was held on November 1 with the complainant. Subsequently, the Executive Council voted to not overturn the election and denied the appeal. At present, Prof. Mazzocco understands, that an inquiry has been made to the Department of Labor, for a third appeal. He described the appeal as frivolous and without merit, according to the Chapter’s attorney.

VII. New Business

Prof. Sonfield asked a question to Provost Simmons about what the university is doing on a proactive level to minimize the possibility of accusations of sexual harassment. Provost Simmons reported that it should do with how are we educating people about the issues and how are we training people about how to react if they encounter something like this. The Provost Office, with collaboration from AAUP, they have been doing a lot of training around issues surrounding sexual harassment particularly for adjunct faculty who are not part of our day to day community. There is also training for new faculty. The Provost asked Denise Cunningham to address the faculty on what Human Resources is doing for staff and administration on an ongoing basis. Ms. Cunningham reported that since she came on board, she has been in quite a bit of
Training with Jennifer Mone, Deputy General Counsel and Equal Rights and Opportunity Officer. Training is done in person, facilitating it through the various departments. Recently, an online version of training has been created to expand the reach. Refresher sessions are also offered. All new hires coming into the university do get training. They are made aware of the policy here at Hofstra, as well as identifying what’s appropriate and what’s not appropriate behavior. In addition, to the new hires entering the university, Human Resources does a 3-5 year look back identifying those who need training again. Once a year, annual notices are sent out reminding everyone of the policies at Hofstra. The Provost asked Sofia Pertuz, Dean of Students to address the faculty on how we work proactively with students. Dean Pertuz reported that he Division of Student Affairs works with our Title IX Officer for Student Issues to provide training to educate students on the prevention of sexual misconduct, harassment and relationship violence for all students before they join the campus community during New Student Orientation in the summer, at the beginning of the fall semester at Welcome Week and throughout the academic year to student leaders and clubs and organizations. We also provide programming throughout the year through the office of Student Advocacy and Prevention Awareness and several other departments in Student Affairs. Provost Simmons added that if anyone is interested in data on Title IX issues at Hofstra, they are available on the Hofstra website under Student Affairs. This data was collected as part of the Climate Survey.

Prof. Balson brought up an issue with adjuncts not feeling included.

VIII. Adjournment
The meeting was adjourned at 3:06 p.m.