

**UNIVERSITY FACULTY MEETING MINUTES
MONDAY, FEBRUARY 23, 2015**

For attendees, please see attachment A1.

The meeting was called to order at 3:07 pm.

I. The minutes of the December 5th, 2014 meeting were approved.

II. Report of the Speaker of the Faculty, William Nirode

Prof. Nirode convened the meeting by reporting that he, along with Stuart Bass, chair of the Senate Executive Committee, and Kathleen Wallace, chair of the Chairs' Caucus, will be meeting with President Rabinowitz, Provost Berliner, and Patricia Adamski, Senior Vice President for Planning and Administration, to strengthen communication between administration and faculty leadership. They hope to meet again before the end of the semester.

Prof. Nirode reported that the Provost Search Committee has recommended three finalists which will be visiting the University on February 18th, 23rd, and 25th, respectively. On each day, between 11:15 to 12:15 in 246 East Library Wing, there will be a question-and-answer session with the candidates to which all faculty are invited.

Prof. Nirode reported that the Master Plan Advisory Committee was formed and met on February 4th. The committee heard a report from the consulting firm, Sasaki Associates, were part of the discussion looking into the feasibility of "HofTown." The University is developing a comprehensive Master Plan that will plan and project our space usage over the next 10-15 years. A survey went out at the beginning of the month, and the committee will meet again in late March to compile data collected from that survey.

III. Report of the Chairs' Caucus, Kathleen Wallace

Prof. Wallace reported that the caucus has met with Jean Peden-Christodoulou, Assistant Vice President for Student Affairs, Anne Mongillo, Dean of the Center for University Advisement, and Diane Herbert, Senior Associate Dean of the School for University Studies, to discuss advisement and the newly proposed Center for Academic Success. She reported that some of the initiatives going forward seem very positive, and she will meet with representatives from the Office of Student Affairs to convey more of the chairs' thoughts about advisement.

Prof. Wallace reported that the Chairs' Caucus has also been continuing discussions on DegreeWorks, meeting with representatives from the Office of Academic Records. A meeting will be held with Academic Records, the Provost's Office and the Office of Advisement to try and work through some of the problems with DegreeWorks.

Prof. Wallace reported that the Chairs' Caucus has also been addressing some issues with the Fall 2015 course schedule. Some of the issues are due to understaffing and new staffing in the Office of Academic Records.

The chairs have also been working with the Provost's Office to create a "Survival Guide" and Training Manual for chairs, which aims to be helpful for new chairs as well as serve as a guide for existing chairs.

Prof. Wallace reported that with regard to the Master Plan Advisory Committee, the chairs have had an initial discussion on some ideas for the Master Plan and some of the areas they have identified as important, including creating informal gathering spaces for students and faculty. The chairs also brought up the importance of sustainability as a factor that they thought should be incorporated in thinking about new buildings and retrofitted old ones. The chairs also discussed the Library and the importance of it remaining an important source as a repository for books and other information resources, as well as a place for student learning. A number of chairs expressed the view that maybe plans for the library should wait until a new Dean for the Library has been appointed. The chairs also felt that there should be ongoing consultation with different constituencies within the university, and not just at the beginning of a process.

Prof. Wallace reported that the Chairs' Caucus has also been discussing graduate student support. Different programs have different needs in terms of trying to develop graduate programs in terms of offering support for its students

The caucus will be meeting again at the beginning of March.

IV. Report of the AAUP, Dennis Mazzocco

Prof. Mazzocco thanked Dean Firestone for his excellent work coordinating the Provost Search with the faculty and administration. He has done a great job keeping everyone informed and moving along. The faculty appreciates his service.

Prof. Mazzocco reported the following deadlines from the Office of Human Resources:

- Tuition Exchange – February 28th Deadline
- Tuition Remission – April 1st Deadline
- Annual Grace Period (AGP) for Submitting Flex Expenses - March 15th During the grace period you can still incur expenses through March 15, 2015 and apply them against any 2014 unclaimed funds.

Prof. Mazzocco reported that the Steering Committee has met on February 11th and will again on March 13th. There are ten members of the committee, according to the bylaws, and this will be the body that will make the key decisions on the negotiating committee. The committee will be starting outreach with the membership going forward. The negotiation window opens in the contract, in spring 2016, a year from now.

Prof. Mazzocco reported that last week, the Executive Council voted to empower an election committee to oversee the nomination process, similar to the one used at the National Assembly of State Conferences, Collective Bargaining Congress, National AAUP as well as the election committee process that is used at the state level in the New York State Conference. The nomination period will open during the first two weeks in March, and the Executive Council has asked the chapter president to appoint the committee members. They are as follows:

- William Nirode, Department of Chemistry
- Martha Wiesel, Department of Accounting and Taxation
- Sandra Stacki, Department of Teacher Education

The AAUP's Chapter Legal Counsel will serve as the Counsel to the Election Committee. The committee will accept nominations that the candidates prepare the ballots which will be announced and sent out to the membership for voting at the end of April. The ballots will be sent out and counted by the American Arbitration Association (AAA.)

The AAUP has been trying to work out a fair graduate compensation since the 2006 negotiations. Graduate director compensation negotiations were scheduled to continue tomorrow at the Joint Standing Committee, but were canceled, and should be rescheduled very soon. Shortly after, a meeting will be called with the Graduate Directors to brief them on the last year of negotiations.

The next membership meeting will be held on March 4th during Common Hour in Breslin Hall. Discussions will include the chapter's finances; our assets have raised to dramatic highs and as mentioned at the membership meeting in October, the new Treasurer, Jacqueline Burke from the Department of Accounting & Taxation and Legal Studies in Business, has been working hard to design and implement a rigorous financial controls review of our internal practices to ensure that we keep more what we bring in, in dues. This is especially important as we head into a negotiations year. The chapter has hired a top regional accounting firm that does a lot of review of school boards on Long Island. They have finished their report and we will summarize the findings for a presentation at the March 4th meeting.

Prof. Mazzocco is happy to report that Elena Cevallos, Professor Emeritus from the Library has joined the chapter as the AAUP's Administrative Assistant. Dr. Cevallos will be assisting members with questions about the CBS (?) and requests for assistance.

On Friday, an advisory was sent out about retirement incentives because we had a few questions along the way since the last negotiations. Faculty should know that we do have a viable retirement incentive option, if they are so interested. The changes that have occurred over time were due to a combination of Higher Education, financing, as well IRS changes on Golden Parachute compensation. We have had incentives since the 1991 contract. Faculty who have questions on retirement are encouraged to call the AAUP Office. The Collective Bargaining Agreement (CBA) also provides for the possibility of individual requests to incentivize retirement.

Prof. Mazzocco reported on the revisions to Faculty Policy Series #43, which is an action item of the day's agenda. Before these revisions were voted affirmatively by the University Senate, at its December meeting, the Provost and University Counsel had the opportunity to brief the Senate on the changes on the Hofstra University Harassment Policy for faculty, who may be accused by a student, or other faculty, staff or administrators. The changes in the policy come as a result of seven months of negotiations with the administration, since the AAUP originally filed a grievance in February of last year. A compromise was reached on the eve before arbitration was scheduled. The changes in FPS #43 are very complicated, and largely due to the institutional need to conform to the United States Department of Education's Office of Civil Rights Guidelines and the language of Collective Bargaining, in the AAUP's contract.

Prof. Mazzocco introduced Beth Margolis, a Senior Partner with the Labor and Employment Law Firm Gladstein, Reif & Meginniss, LLP, which has been Hofstra's AAUP Legal Counsel since the early 1990s. Ms. Margolis has been the AAUP's chapter lawyer since 1997. She also represents the faculty at Adelphi and NYIT. Ms. Margolis gave a brief summary of the revisions made in Faculty Policy Series #43. Dolores Fredrich, Vice President for Legal Affairs and General Counsel, reminded faculty that Faculty Policy Series #43 deals with a claim against a faculty member or any employee. A student making a claim against another student goes through the university's Student Code, which are completely different procedures.

IV. Report of the Senate, Stuart Bass:

Prof. Bass reported that he met with W. Houston Dougharty, Vice President for Student Affairs, sp;, representatives from the Student Government Association, and about 3-4 faculty club advisors to discuss the Student Government Association budget and the appropriations process, and the recent resolution on getting additional funds for certain student clubs, organizations and honor societies based upon proper procedure, as mentioned at the last faculty meeting. He reminded faculty who are advisors to any student clubs, organizations and honor societies, monies are available to you but the appropriations process is critically important in terms of the process itself. Students and student organizations will no longer be denied because of the nature of the student organization assuming it complies with the Student Government Association constitution with university regulations as well. The Office for Student Leadership and Activities has provided a website at www.hofstra.edu/clubadvisor.

Prof. Bass reported that positive forward steps have been made with regard to regulatory principles for smoking on the North Campus.

Action Items

1. Prof. Bass presented for action, the revisions to Faculty Policy Series #43- Hofstra University Harassment Policy. A discussion followed and the item was passed with one abstention.
2. Prof. Bass presented for action, the revisions to Fall 2015 Calendar. The original calendar had classes begin the Monday before Labor Day. With concerns raised by the administration and faculty members, particularly with regard to enrollment issues, a compromise was reached and the new calendar has classes beginning on Wednesday, September 2nd. A discussion followed and the motion was defeated with 14 in favor of, and 19 opposed. This item will be brought back to the Academic Calendar Committee.
3. Prof. Bass presented for action, the 2016-2017 Academic Calendar. A discussion followed and the motion was defeated with 15 in favor of, and 21 opposed. This item will be brought back to the Academic Calendar Committee.
4. Prof. Bass presented for action, the revisions to University Degree Requirements. A reference to the minimum GPA of 2.0 for introductory courses in the University Bulletin was deleted and definitions of introductory courses were added. The item was passed unanimously.
5. Prof. Bass presented for action, the revisions to Departmental Honors. The Undergraduate Academic Affairs Committee examined policies and procedures to handle cases when students do not complete the requirements of departmental honors or when the committee deems the work to be of insufficient quality to earn departmental honors. Current Bulletin wording does not mention this potential outcome, noting only that students can earn "Honors" or "High Honors". There is thus a need to specify what to do in the case of non-honors. Neil Donahue, Senior Associate Dean of Honors College, reported that there is no confusion about Departmental Honors in reading a transcript and feels the revisions unnecessary. A discussion followed and it was decided to table the item and send it back to the Undergraduate Academic Affairs Committee, in consultation with Dean Donahue and other concerned parties for revision.

VI. Report of the Chair of the Planning and Budget Committee, Eugene Maccarrone

Prof. Maccarrone reported that the Planning and Budget Committee has been charged with looking into smoking regulations on the North Campus, which may include designated smoking areas. The committee is hoping to create a recommendation vetting the matter with input from all constituents; especially the students since a majority of them live on the North Campus, by the end of the semester.

Prof. Maccarrone reported that the Student Town Hall Meeting will be held on Wednesday, March 4th at 10:30am in room 246 East Library Wing, with a Q&A session with President Rabinowitz and top administrators during common hour.

Prof. Maccarrone reported that an issue has come up regarding the usage of Axinn Library. Starting last spring, there was some conversation about rededicating some of the Library space, particularly the third floor and possibly other spaces within the library for non-traditional library usage. This would displace stacks of books, possibly eliminate many of the volumes that are here, and accordingly it affects the major constituent users of the library. He reported that communications should be accurate and that governance process be respected. As of December, when a Deans Council meeting had it that the third floor of Axinn Library may be rededicated, it became clear that both the Planning and Budget Committee and its Library subcommittee had not been consulted. An ad-hoc committee of the Library had been formed with members that do have the substantive knowledge to make informed decisions. It was decided at a February meeting that nothing will happen to the library until this matter is fully vetted. A discussion followed. Cliff Jernigan, Vice Provost and Dean of Graduate Studies, went on the record to emphasize that Provost Berliner's commitment to shared governance is unassailable.

VII. New Business

There was no new business.

VIII. Adjournment

The meeting was adjourned at 4:55p.m.