

**UNIVERSITY FACULTY MEETING MINUTES  
MONDAY OCTOBER 23, 2006**

For attendees, please see attachment A1.

The meeting was called to order at 3:05 pm.

**I. Report of the Speaker of the Faculty:**

Prof. Ferrand convened the meeting by introducing President Rabinowitz, who addressed the faculty (Attachment M1).

**II.** The minutes of the May 5, 2006 meeting were approved.

**III. Report of the Senate:**

**Action Items**

Prof. Frisina presented for action the Undergraduate Grading Policy (Attachment M2). Greg Maney, chair of the Undergraduate Academic Affairs Committee, spoke briefly about the changes to the grading policy and how they came about. After a lengthy discussion, a friendly amendment was made to write out the word 'Incomplete' and include INC in parentheses. The sentence was changed to:

*INC: When requested by the student, the instructor may grant, at her/his discretion, a grade of Incomplete (INC).*

Another friendly amendment was made, and the paragraph was changed to:

*W: The student has withdrawn from the course and so notified the Office of Academic Records in writing. Nonattendance does not constitute a withdrawal. The student may withdraw from the course any time up to one week before the last scheduled day of classes. The exact date of the deadline for withdrawal can be found on the Academic Records web pages and in the Class Schedule published for each semester/session. Failure to maintain a full-time load of 12sh or more may negatively affect financial aid and visa status.*

After more discussion, the policy passed unanimously.

**Information Items**

- A. Prof. Frisina presented for information the revised wording of the Criminal Background Checks (Attachment M3) and explained that the background check is limited to felony convictions. A prior conviction will not necessarily prohibit employment.
- B. Prof Frisina discussed the disbanding of the Admissions subcommittee and the re-assignment of its responsibilities and membership to the Undergraduate Academic Affairs Committee (Attachment M4). Greg Maney, chair of the UAAC, invited those who were involved in the Admissions subcommittee, if interested, to join the Undergraduate Academic Affairs Committee.

- C. Prof. Frisina discussed the addition of representatives from the Engineering Department and the Drama and Dance Department to the Environmental Safety Committee, and the elimination of the New College representative (Attachment M5).
- D. Prof. Frisina reported that The Senate Executive Committee recommends that the University Senate approve revising the title of "Director of Environmental Safety" to "Energy, Environmental Health & Safety Manager."

#### **IV. Report of the AAUP, Estelle Gellman**

Prof. Gellman reported that the AAUP is having a membership meeting during common hour next week in Breslin Hall and encouraged everyone to attend. The AAUP will be reviewing some of the changes in the contract; faculty should have a copy soon. Prof. Frisina thanked Prof. Gellman for an excellent job.

#### **V. School of Communication Diversity Statement (Attachment M6)**

Prof. Ferrand introduced Larry Russell, who spoke briefly about the Diversity Statement being proposed by the School of Communication. There was a friendly amendment to change the last sentence to:

*"The faculty therefore asks the administration to join hands with us in achieving this goal."*

The motion was approved with 2 abstentions.

#### **VI. New Business**

Prof. D'Innocenzo announced that Karina Gore Schiff will be speaking about her new book, *Lighting the Way: Nine Women Who Changed Modern America*, on Thursday, October 26 at 1pm in Plaza West. Copies of the book will be available for purchase and Ms. Gore Schiff will do signings.

Prof. Frisina announced that on Thursday, in room 246 BDC, Phil Rosenthal will be speaking and signing copies of his book, *You're Lucky You're Funny: How Life Becomes a Sitcom*.

The meeting was adjourned at 4:35 p.m.

**UNIVERSITY FACULTY MEETING MINUTES  
MONDAY DECEMBER 15, 2006**

For attendees, please see attachment A1.

The meeting was called to order at 3:05 pm.

I. The minutes of the October 23, 2006 meeting were approved.

**II. Report of the Speaker of the Faculty:**

Prof. Ferrand convened the meeting by reporting highlights from the Board of Trustees meeting on December 12:

A. President Rabinowitz and Dolores Fredrich met with the Commissioner for Debates in Washington in order to explore the possibility of Hofstra being a site for a presidential debate in 2008. A consulting firm has been hired to facilitate this process.

B. Physical renovations:

1. The renovation of the Axinn Library main floor has been completed.
2. The new pedestrian bridge is underway and should be functional sometime in the spring semester.
3. The new academic building is complete.
4. Current and upcoming projects include new signage on campus, renovation of the University Club, new graduate residence.

C. The Board of Trustees approved four potential candidates for honorary degrees:

1. Warren Buffet
2. Christine Durham
3. David Paterson
4. Meredith Vieira

As a reminder, any faculty person can nominate a candidate for an honorary degree. Nominations should be sent to Dr. Berliner with a cover letter detailing the rationale for the proposal.

Prof. Ferrand reported that a survey was circulated to all faculty, staff and students regarding food services, in preparation for a new dining services contract as our current contract is coming to an end.

The First Year Task Force is continuing to study the issue of student satisfaction with Hofstra in both academic and social domains. Variables of interest include gender, geographic origin, and resident versus commuter status. The Task Force is continuing to look into ways to make students feel they belong to a cohort and are in a caring environment.

### **III. Report of the Senate:**

#### **Action Items**

Prof. Frisina presented for action the following recommendation:

*The Senate Executive Committee recommends that the University Senate by-laws be amended to ensure that all appropriate colleges and schools are included in all major committees and subcommittees. This change may necessitate additions of Senators-at-Large from certain constituencies.*

There was some discussion about whether or not changes to the bylaws were in need of a faculty vote. The item passed at the end of the meeting after this issue was clarified.

#### **Information Items**

- A. Prof. Frisina presented for information a recommendation from the Undergraduate Academic Affairs Committee regarding the feasibility of installing electronic card swipes on campus. (Attachment M1, M2) Included in the attachment was a dissenting position on the adoption of card-swipes. Prof. Eliot, of the UAAC, explained the dissenting position and Prof. Maney answered questions about the recommendation. A lengthy discussion followed, including a discussion on the importance of completing LDA rosters. Prof. Frisina ended the discussion by inviting faculty to email concerns and suggestions to the Senate Executive Committee. This item will be brought back to the faculty as an action item at the next faculty meeting.
  
- B. Prof. Frisina discussed the creation of the Environmental Priorities Committee and reported that the committee has met and has developed a mission statement. The Committee will be meeting again before the semester begins.

### **IV. Report of the AAUP, Estelle Gellman**

Prof. Gellman reported that the AAUP is hoping to have the contract for the faculty by next semester at the latest.

The meeting was adjourned at 3:45 p.m.

**UNIVERSITY FACULTY MEETING MINUTES  
MONDAY MARCH 19, 2007**

For attendees, please see attachment A1.

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

**I.** The minutes of the December 15, 2006 meeting were approved.

**II. Report of the Speaker of the Faculty:**

A. Prof. Ferrand convened the meeting by reporting highlights from the Board of Trustees meeting on February 14:

1. The Gala dinner honoring the Zarbs will be held on May 3rd.
2. Dean Searches:
  - a. Honors College – currently in progress
  - b. Law School – currently in progress
  - c. School of Education and Allied Human Services – will begin in fall 2007.
3. Physical Renovations:
  - a. The renovation of the Student Center dining areas is being planned
  - b. The administration is considering a renovation of the Recreation Center
  - c. The University Club is currently under renovation.

B. Prof. Ferrand reported that a survey was circulated asking for faculty input regarding dining services. The RFP has now gone out to six companies, including Lackmann, for the dining services contract. Five of the six have already responded expressing interest. The deadline for receiving specific proposals from these companies is April 30th.

C. Faculty are encouraged to nominate candidates for:

1. The Alumnus/a of the Month Award: anyone can nominate a candidate; the nomination will go to a nominating committee, then to the Alumni Relations Committee of the Board of Trustees, and then to the President.
2. An Honorary Doctorate: anyone can nominate a candidate by sending a cover letter to Dr. Berliner detailing the rationale for the award. The letter will then go to the Provost Committee on Honorary Degrees.

D. Prof. Ferrand reminded the faculty that the call for nominations for Faculty and Senate positions will be going out electronically. Please feel free to nominate yourself or a colleague for these important positions and please vote. There are also Senator-At-Large positions available on various committees. The forms can be found online.

E. Prof. Ferrand reported that there are three major conferences happening this semester:

1. Building a Scientifically Literate Population and Workforce for the 21st Century. Thursday and Friday, March 15 and 16; Harold Hastings, Janice Koch.

2. Defining Culture Through Dress: Individual and Collective Identities. April 19-21, 2007; Martha Kreisel and Elena Cevallos.
3. Answering Auschwitz: Primo Levi's Science and Humanism After the Fall. April 26-27, 2007; Stanislao G. Pugliese.

F. Discussion

1. There was a brief discussion regarding honoring a Hofstra faculty member at the gala. This is being looked at by the President and will be implemented at the forthcoming gala.
2. Dr. Berliner announced that there will be no membership fee for the University Club when it reopens.

- G. Prof. Ferrand reported that she, Ellen Frisina (Chair of the Senate Executive Committee) and the President of the Student Government Association have each written letters in support of the University's bid to host a 2008 Presidential Debate.

**III. Report of the Senate:**

**Action Items**

- A. Prof. Frisina presented for action a revision to Faculty Statute VII (Attachment M1) regarding the representation of faculty constituencies in the University Senate. The item passed.
- B. Prof. Frisina presented for action the endorsement of the Senate's endorsement of the University's bid to host a 2008 Presidential Debate. (Attachment M2) Dr. Berliner noted that the Board of Trustees has stepped forward to cover the cost of hosting the debate. The item passed.

**Information Items**

- A. Prof. Frisina presented for information a revision to the bylaws regarding the Special Committee on Grievances (Attachment M3). This revision reflects the incorporation of New College into HCLAS and the fact that The School for University Studies does not have a stand-alone faculty.
- B. Prof. Frisina presented for information an update on the card swipe/LDA issue. The Undergraduate Academic Affairs Committee agreed to withdraw its proposal. A committee has been set up with the Provost's Office and the department chairs to discuss the issue of compliance regarding LDA information.
- C. Prof. Frisina presented for information changes in the January 2008 calendar which have already been approved by the President. The changes result in the January session changing from three weeks to two and a half weeks in order to better accommodate visiting students who wish to take January classes. The changes will be piloted in January 2008.

- D. Prof. Frisina presented for information, "Strengthening Hofstra by Building International Bridges: Recommendations for Increasing International Student Presence on Campus," a report from the Undergraduate Academic Affairs Committee. Greg Maney, chair of the Undergraduate Academic Affairs Committee, spoke on behalf of the UAAC about the recommendations and answered questions. The faculty noted that the record should reflect kudos to Greg Maney, the other members of the Undergraduate Academic Affairs Committee, and various faculty and staff members and students for their work on this report.
- E. Prof. Frisina reminded everyone that next week ballots will be sent via Blackboard for University Senator elections. Additionally, the elections for Faculty Officers will be sent out soon.

#### **IV. Report of the AAUP, Estelle Gellman**

Prof. Gellman reported that the CBA has been signed and is available on the web. Prof. Gellman also reported that the AAUP will be holding elections shortly and that a call for nominations has gone out to the faculty.

The meeting was adjourned at 3:50 p.m.

**UNIVERSITY FACULTY MEETING MINUTES  
FRIDAY, MAY 18, 2007**

For attendees, please see attachment A1.

The meeting was called to order at 3:08 pm.

**I.** The minutes of the March 19, 2007 meeting were approved.

**II. Report of the Speaker of the Faculty:**

Prof. Altenberg, Secretary to the Faculty, convened the meeting in Prof. Ferrand's absence by introducing Dr. Berliner.

**III. Report of the Provost:**

**A. Admission Statistics-**

1. Compared to Summer 2006, Summer 2007 is on track with the exception of Summer Session I undergraduate registration, which has decreased as of this time compared to last year. We presently have 450 full time equivalent students registered; last year at the same time we had 511 full time equivalent students and ended up with 572. Part of the reason may be the changing profile of our students: in Summer 2005, 35% of the students eligible to attend were from outside our local area; in Summer 2006, 38% were from outside our local area; in Summer 2007, 40% are from outside our local Area.
2. Fall registration for continuing undergraduate students is tracking very close to where we tracked last year. Graduate registration (not counting law) is slightly ahead of last year at this time.
3. The numbers for new undergraduate students for the Fall are also on target. We've had a significant increase in applications: 18,000 at this point this year compared to 13,000 last year and 15,000 the year before. Looking at the more critical net deposit number, we have 1374 regular admit net deposits this year compared to 1365 last year and 1367 the year before. For SUS, we have 295 compared to 344 last year and 283 the year before. The quality indices for our student body continue to improve: for net deposit students, the mean SAT is 1178 compared to 1171 last year, and at this time the GPA is 3.33 compared to 3.25. For SUS, the GPA is 2.91 compared to 2.88 last year. We have also awarded 13 Distinguished Academic Scholarships and have 24 students in the LEAP program. New College deposits for next year are more than double this year.

**B. Searches-**

1. Fred Burke is the new director of Career Services.
2. Beth Levinthal is the new director of the Hofstra Museum, bringing much more collaboration between the faculty and the museum.
3. The Honors College Dean search is ongoing. Every candidate will be interviewed on Thursday, May 31st, and the committee hopes to give the President their recommendations early in the following week.



4. The Law School Dean search will begin shortly. The goal is to have a new Dean selected by January and have that person on board by next June.
  5. The search process for a new Dean of the School of Education and Allied Human Services will begin in September. Maureen Murphy's term will end August 31st 2008. This search will hopefully be concluded by January, with the goal of having someone on board by summer.
- C. The Diversity Task Force report is out, and the Task Force is now working on next year's agenda. They will be addressing the question of how to ensure that diversity remains a high priority. This is an issue which everyone needs to discuss.

Student Affairs is also building in a diversity component to the summer new student orientation program.

D. Renovations and Construction-

1. Very positive reactions to the renovations of Brower Hall, the main floor of Axinn Library, the New Academic Building, and the new bridge.
  2. The lower level of The Netherlands will be renovated by September 1st.
  3. The new graduate dorm is currently under construction
  4. The University Club is currently under construction and is expected to be open by Labor Day. It will no longer be a membership club and will be open to anyone in the Hofstra Community.
  5. The main dining room in the Student Center will also be renovated this summer.
- E. An examination of the feasibility of establishing a Medical School in conjunction with North Shore/LIJ is well underway. The President has established an advisory committee, chaired by Dean Firestone, to look at all facets of the Medical School. Dr. Berliner encourages anyone interested in being part of this committee to contact him or Dean Firestone.
- F. The Presidential Debate Commission was on campus April 26, 2007. Hofstra is one of 19 institutions being considered as a debate site and the only one in New York. The host institution is expected to cover the costs involved. The trustees have agreed to cover any costs involved in our hosting a debate on campus

G. Accreditation

Fourteen are due within the next two years, including Middle States. Hofstra is making great progress in terms of outcomes assessment and is well prepared and positioned.

- H. Peggy Lowry, a grants consultant brought in by the University, has been looking at how the University can better serve the faculty in terms of grant applications and how to secure more grants. Her report is expected in early June and information will be circulated for everyone to see.

- I. Two programs to be started via Distance Learning
- HCLAS – Computer Science
  - HCLAS - Physician's Assistant Master's program
- J. Cultural Center Conferences-
1. Building a Scientifically Literate Population and Workforce for the 21st Century; Harold Hastings, Janice Koch.
  2. Defining Culture Through Dress: Individual and Collective Identities; Martha Kreisel and Elena Cevallos.
  3. Answering Auschwitz: Primo Levi's Science and Humanism After the Fall; Stanislao Pugliese.

Dr. Berliner encourages faculty to come forward with suggestions for new conferences.

K. First Year Offerings

Thanks to the hard work of many people, we have terrific first year offerings across the board:

1. 1000 students in First Year clusters and seminars
2. 300 students in the School for University Studies
3. 160 students in Honors College
4. 40 students in the revitalized New College.
5. Three living/learning communities: health science, civic engagement, the arts.

L. Welcome Week

Beginning August 30th, Student Affairs will have welcome week for the new undergraduates and is looking forward to increased faculty participation. Interested faculty can lead a welcome week trip. Possible trips include: Yankee or Mets game, Bronx Zoo, Guggenheim Museum, Circle Line, Metropolitan Museum of Art, Madame Tussauds, MOMA, American Museum of Natural History, Museum of Television and Radio, Central Park tour, Queens Museum of Art, Brooklyn Cyclones, and the Brooklyn Aquarium. Suggestions for other daytime trips are welcomed.

- M. The faculty have requested for years that student rosters include a photograph of the student. Thanks to Academic Records and the Computer Center, this service will be available immediately.

- N. Dr. Berliner discussed HofBiblio, which is an electronic citation archive for scholarly bibliographies of members of the Hofstra University community. The service is designed so that each faculty member can enter his/her own citations. If faculty use this facility, the University can have a single comprehensive base of published scholarship and scholarly production. This is a critical resource for the many accreditation visits coming up in the next academic year and is always useful in indicating our credentials for grant applications. Dr. Berliner encourages everyone to participate.

- O. Deans' evaluations  
Dan Rubey is being evaluated this year. In addition to the Library faculty, the entire faculty is being asked for their input. Dr. Berliner also announced the implementation of a more comprehensive system of evaluation for administrators.
- P. Dr. Berliner congratulated Will Nirode on being elected Chair of the Senate Executive Committee and also offered congratulations to Ellen Frisina, Will and the entire Senate for concluding their work on the Missions and Goals Statement.
- Q. Faculty should be aware that the US Senate Finance Committee, as part of a bill expanding tuition tax credits, is considering a limitation on the tax-free tuition benefit that colleges give their employees.
- R. Commencement, May 20, 2007
- Undergraduate Commencement - 11:00 a.m., James M. Stuart Stadium  
Ellen V. Futter, President, American Museum of Natural History
  - Graduate Commencement - 3:30 p.m., David S. Mack Sports and Exhibition Complex  
Kenneth I. Chenault, Chairman and CEO, American Express Company
  - School of Law - 7:00 p.m., David S. Mack Sports and Exhibition Complex  
Honorable Christine M. Durhams, Chief Justice, Utah Supreme Court

Dr. Berliner answered a number of questions, including questions relating to evaluating staff members, faculty grants, and distance learning.

### **III. Report of the Senate:**

Prof. Frisina announced that the date for next spring's University Faculty meeting has been changed to May 2, 2008. She also announced that Will Nirode has been unanimously elected as Senate Executive Committee Chair. David Diamond will remain chair of the Faculty Affairs Committee, Greg Maney will remain chair of the Undergraduate Academic Affairs Committee, Liena Gurevich was elected chair of the Graduate Academic Affairs Committee, and Georgina Martorella was elected chair of the Planning and Budget Committee. Carole Ferrand was reelected Speaker of the Faculty, Jenny Roberts was elected as Secretary to the Faculty, and David Diamond was reelected as Parliamentarian.

#### **Action Items**

- A. Prof. Frisina presented for action the revisions to the Mission and Goals Statement (Attachment M1, M2). Will Nirode took a few moments to give a brief overview of the revisions and the new Mission and Goals Statement in general. During a lengthy discussion, the following amendments were made:

The following sentence:

*Hofstra University is a private institution whose primary mission is to provide a quality education to its students in an environment that encourages, nurtures, and supports learning through the free and open exchange of ideas.*

was changed to:

*Hofstra University is a private institution whose primary mission is to provide a quality education to its students in an environment that encourages, nurtures, and supports learning through the free and open exchange of ideas, for the betterment of humankind.*

*Research active* was amended to *research-active*

The following sentence:

*Hofstra University is devoted to recruiting and retaining a highly qualified and diverse academic community of students, faculty, staff and administrators that respects the contributions and dignity of each of its members.*

was changed to:

*Hofstra University is devoted to recruiting and retaining a highly qualified and diverse academic community of students, faculty, staff and administrators, respectful of the contributions and dignity of each of its members.*

The following sentence:

*Hofstra University offers co-curricular activities and cultural programs that endeavor to foster an awareness of interdependence, preparing students to be active citizens and contributors to their local communities and the world at large.*

was changed to:

*Hofstra University offers educational, co-curricular and cultural programs and activities that foster an awareness of local, national and global issues, encouraging students to be active citizens and contributors to their local, national and global communities.*

After more discussion, Prof. Frisina called the question due to a time constraint. The item passed as amended with more than a two-thirds majority, with one abstention.

- B. Prof. Frisina presented for action "Strengthening Hofstra by Building International Bridges," a set of recommendations created by the Undergraduate Academic Affairs Committee in order to increase the recruitment and retention of international students at Hofstra. Greg Maney, chair of the Undergraduate Academic Affairs Committee, provided a brief explanation of the benefits of increasing the international student presence at Hofstra and explained how the committee went about determining its recommendations. The motion to send the report forward passed unanimously.

#### **Information Items**

- A. Prof. Frisina stated that the information items on the agenda regarding the Course and Teacher Ratings would be postponed until the fall semester

#### **IV. Report of the AAUP, Estelle Gellman**

There was no report from the AAUP.

The meeting was adjourned at 4:59 p.m.