

UNIVERSITY FACULTY MEETING MINUTES
MONDAY SEPTEMBER 24, 2007

For attendees, please see attachment A1.

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

I. The minutes of the May 18, 2007 meeting were approved.

II. Report of the Speaker of the Faculty:

Prof. Ferrand convened the meeting by mentioning some of the highlights of the Provost's report to the Senate on September 17th.

A. Searches:

1. Dr. Warren Frisina is the new Dean of the Hofstra University Honor's College.
2. Search for the Dean of the Law School is underway
3. Search for School of Education and Allied Human Services will begin shortly.

B. Freshman Call Fall 2007:

1. Average SAT is 1179, which is up 10 points from last year.
2. Average High School GPA is 3.37, which is up from 3.26 last year.
3. 26% of Hofstra's freshmen come from the top 10% of their classes.
4. Out of state students now comprise 51% of the total, which is the first time Hofstra has had the majority of students come from out of state.

C. Renovations:

1. Student Center main dining room has been completed.
2. The lower level of the Netherlands Living and Learning Complex has been completely renovated. Next year work will begin on the upper level.
3. The Emily Lowe Museum has been renovated, including adding a restroom. The Director of the museum is working on developing closer ties between the academic programs and the museum.

D. Exchange Program:

1. The exchange program with Claflin University is going very well. Dan Sciarra and Annette Grevious will give a presentation on their experiences on Wednesday, November 14th at 11:15 in room 246BDC. All faculty are encouraged to attend and to become involved in this type of exchange.

Prof. Ferrand went on to report some of the Presidential approvals received over the summer

1. Hofstra University Statement of Mission and Goals (Faculty Policy Series #45) which had minor language revisions by the Provost.
2. Goal to increase the international student presence.
3. School of communication diversity statement.
4. Revisions to the undergraduate grading policy.

Prof. Ferrand reported that a new five-year contract was signed with Lackman in August. During the spring semester, RFPs were sent out to 6 food companies. Three responded and Lackmann provided the better service. Lackmann is now providing different and updated concepts (Sbarros and Burlaps are gone, and Pizza Exchange, Pure Vita and Maui Tacos are coming soon.) Lackmann will also be involved in the refurbishment of the Netherlands dining services, Rathskeller and the Law School). Lackmann also services the University Club, which will have a completely different menu, different staff and a new manager.

Prof. Ferrand also reported that the University is hiring a Director of Food Services who will oversee all aspects including marketing, updating menus on a regular basis helping with event management, providing food shows with different chefs, and conducting surveys and informal focus groups to evaluate the services provided.

Prof. Ferrand went on to report about committees and Task Forces:

A. First Year Task Force

1. FYC Program: approximately 40 seminars and 20 clusters, with an enrollment of around 1000 students.
2. 3 Living-learning centers housed in the Netherlands complex
 - a. Health Sciences
 - b. Civic Engagement
 - c. The Arts

B. Medical School:

Several subcommittees are looking at various aspects of the process, including curriculum, research, basic science, and governance. Each subcommittee will be reporting on its findings to the whole committee sometime this semester. There is a tentative agreement between Hofstra and NS/LIJ which has yet to be signed by the Boards of the two institutions. Target date for the first class is September 2010.

C. Middle States Self Study:

There are 6 subcommittees dealing with all aspects of university function including mission and goals, leadership, governance, administration, planning/resource allocation, student admissions/retention/support, faculty issues and educational offerings/assessment of student learning. Subcommittees met over the summer to develop self-study questions. The self-study design has been submitted to Middle States. Subcommittees will meet during the fall to answer these questions

D. University Advisory Committee on campus Security:

This is a presidential committee that is mandated by law/ Security enhancements for 2006-2007 include blue lights, turnstiles in the Netherlands, self-closing self-locking doors, training for bike patrol. Enhancements scheduled for 2007-2008 include a building lockdown system, online emergency information, the new PA system, text messaging by a service provider, and plasma TVs in every academic and residential building with the ability to override regular programming.

Prof. Ferrand reported that a question was raised about student loan administration and that Hofstra has not been involved with any questionable practices in the administration of student loans.

III. Report of the Senate:

Discussion Items

- A. Prof. Nirode presented for discussion the Course and Teachers Ratings revised form (Attachment M1) and introduced David Diamond, chair of the Faculty Affairs Committee, who explained the process of how these revisions came about and that it is not a radical change from what has been done before. A discussion followed. Liora Schmelkin and Marc Silver also answered questions from faculty members. A suggestion was made to change #8 from:

The quality of the feedback the instructor gives when returning tests or other assignments is:

to:

The quality of the feedback the instructor gives concerning tests or other assignments is:

- B. Prof. Nirode presented for discussion the proposal for an FPS for Course and Teacher Ratings (Attachment M2) which will explain how the instrument will be handled by the various departments and universities. Part of the rationale for having an FPS is that up until now there is only one brief mention in an FPS that CTRs will be used in reappointment and tenure decisions. There was a discussion about whether or not the comment sheets should be retained by the Provost's office. Prof. Silver explained that the issue of the combination of open-ended questions with the closed ended questions is not coming up at this time and that:

The original forms, including the open-ended comments, will be retained by the Provost's office should have been stricken from the proposal that was distributed. It will be clearer when this item is up for a vote.

- C. Prof. Nirode presented for discussion the change to the Course and Teacher Ratings Comment Form (Attachment M3). A discussion followed. There was a concern that it may not solicit useful evaluations from students.

Action Items

- A. Prof. Nirode presented for action the proposed policy on attendance taking (Attachment M4) and introduced Greg Maney, chair of the Undergraduate Academic Affairs Committee to speak a little about the policy. Prof. Maney reported what the committee has done in reviewing and doing research on attendance taking at Hofstra which included an attendance survey results given by the UAAC. Prof. Maney went on to describe the Undergraduate Academic Affairs Committee's findings. He stressed that policies regarding attendance are at the discretion of the individual faculty members. Therefore, this policy is a set of recommended guidelines to consider with regard to excused absences, how to deal with excessive absences and how to deal with missed exams. After a lengthy discussion, the following amendments were made:

A faculty member counting absences in determining a student's final earned grade should...

was changed to:

Faculty members counting absences in determining a student's final earned grade should...

Sections A & B were switched.

Academic Advisement Office

was changed to:

Center for University Advisement

The following sentence:

The rules and procedures governing the documentation of excused absences described in Section II above are also applicable here.

was changed to:

The guidelines for governing the documentation of excused absences described in Section II above are also applicable here.

The item passed unanimously.

- B. Prof. Nirode presented for action the Graduate Repeat Course Policy (Attachment M5). Liena Gurevich, chair of the Graduate Academic Affairs Committee spoke briefly about the policy and the item passed with one opposed.
- C. Prof. Nirode presented for action the proposed academic Calendar for 2009-2010, with the exception of the first conversion day (Attachment M6). A lengthy discussion followed and the item passed with 4 opposed and 3 abstentions.
- D. Prof. Nirode presented for action the change in the term of the Grievance Committee from 5 years to 3 years. A friendly amendment was made to add:

The Committee shall, in cases that do not fall under the jurisdiction of the grievance process of the Collective Bargaining Agreement between the University and the AAUP

The item passed unanimously.

IV. Report of the AAUP, Estelle Gellman

There was no report from the AAUP.

V. New Business

- A. The following statement was requested to add as an action item:

It is the sense of the Faculty that the administration and the AAUP meet to reconsider the deadline dates for initial reappointments.

The item passed unanimously.

- B. Prof. D'Innocenzo announced that an exhibit titled "Visions for a Non-Violent Future," sponsored by Hofstra's Center for Civic Engagement, will include an opening night forum "Abolishing Nuclear Weapons: An Impossible Dream?" and will begin on Tuesday, October 2, 2007 (United Nations International Day of Non-Violence) at 7 p.m. in the Plaza Room of the Student Center. It will run for a month.

The meeting was adjourned at 5:03 p.m.

UNIVERSITY FACULTY MEETING MINUTES
MONDAY OCTOBER 22, 2007

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. After a minor correction in the attendance page, the minutes of the September 24th, 2007 meeting were approved.

III. Report of the Senate:

Action Items

A. Prof. Nirode presented for action the creation of a mandatory pass/ fail grade for certain courses. This is just a clarification and comes from the Undergraduate Academic Affairs Committee. Greg Maney, chair of the committee explained that this is not the creation of a grade but a proposal changing the bulletin to reflect existing practice.

The policy passed with one abstention.

B. Prof. Nirode presented for action the Fall 2009 conversion day. The 2009-2010 Academic Calendar was approved at the last faculty meeting with the exception of the conversion day for the Fall 2009 semester. It was sent back to the Senate Executive Committee who discussed with members of the Academic Calendar Committee whether or not to change the conversion day to Wednesday September 9th instead. It was decided this was not feasible and the conversion day will be kept on September 30th.

The policy passed unanimously.

IV. Report of the AAUP, Estelle Gellman

AAUP Secretary, Richard Pioreck gave a report in Prof. Gellman's absence. Prof. Pioreck reported that November 7th is a general membership meeting during common hour. There will be a discussion of the new AAUP Statement on Academic Freedom in the Classroom. Ellen Schrecker, who has written widely on academic freedom will talk about the statement and relate it to issues such as accreditation requirements and faculty peer evaluations.

On December 7th from 3pm-5pm there will be a meeting of the DPC/FPB reps and the dept. and division reps on the new contract provisions, particularly in respect to personnel decisions.

This year, the AAUP will be working with the administration on implementing equity adjustments and the pool of released time for the next three years.

VI. New Business

There was no new business.

The meeting was adjourned at 4:15 p.m.

**UNIVERSITY FACULTY MEETING MINUTES
MONDAY DECEMBER 14, 2007**

For attendees, please see attachment A1.

The meeting was called to order at 3:06 pm.

I. The minutes of the October 22nd, 2007 meeting were approved.

II. Report of the Speaker of the Faculty:

Prof. Ferrand convened the meeting by reporting that the University Club is opened for business. It is a gorgeous facility and from now on Mondays are designated as the \$9.99 buffet day. The Club is opened to the entire Hofstra Community.

Prof. Ferrand also thanked Greg Maney, chair of the Undergraduate Academic Affairs Committee has completed his term as chair and would like to commend him for his outstanding service to the Senate and to the University.

III. Report of the Senate:

Action Items

A. Prof. Nirode presented for action the revision to the Course and Teacher Ratings form. (Attachment M1 – M3) This is presented as one action item but there are three separate parts:

- The revised Course and Teacher Ratings form
- The Faculty Policy Series
- The revision to the open-ended comments

Prof. Diamond, chair of the Faculty Affairs Committee has presented these items to the full faculty as information. After reviewing faculty comments and concerns, the Faculty Affairs Committee revised the items accordingly. The one serious concern faculty had was whether or not the open-ended comments are retained by the Provost's office. The Faculty Policy Series was revised to indicate that they will not be copied and will be returned to the faculty member. A discussion followed and the items were passed.

B. Prof. Nirode presented for action the Declaration of Major by 60 Student Semester Hours. (Attachment M4). Greg Maney, chair of the Undergraduate Academic Affairs Committee explained the rationale for this proposed change. The Academic Records Committee, a subcommittee of the Undergraduate Academic Affairs Committee deals with situations where students who are on probation and facing dismissal, brought to the UAAC's attention that many of the students that come before them have failed to declare a major by 60 student semester hours. As a result, they were either unlikely to graduate at all let alone in a timely matter. An advisor for the committee from the Center for University Advisement also recommended this would be an effective policy and a tool for increasing retention and increasing graduate rates for students. A discussion followed and a friendly amendment was made to change the following sentence:

However, the timing of that change might impact a student's graduation date and scholarship awards.

To:

However, the timing of that change might affect a student's graduation date and scholarship awards.

Prof. Maney reported that earlier proposals have called upon having language having the advisement Deans encouraging students to declare majors early. There have also been proposals to have students required to declare majors by 35-40 student semester hours. The Undergraduate Academic Affairs Committee was concerned that part of our mission promoting a Liberal Arts education encouraging students to explore different areas would be unfairly disadvantage by those kinds of provisions. Accordingly, the UAAC did not include them into their proposal. It was requested that the Academic Records Department update the Banner System on a regular basis. As amended, the item passed.

- C. Prof. Nirode presented for action the Rights and Responsibilities of Hofstra University Community Members. (Attachment M5). Greg Maney, chair of the Undergraduate Academic Affairs Committee reported that this item is intended to be an information resource. Often, we speak about rights and responsibilities but it's hard to enforce rights if we don't know what they are and have difficulty locating them. The idea was to get a common document that lists rights and responsibilities that are pertinent to students, faculty, staff and administrators and provide links from the main Hofstra website to these various documents. This will be a living document and updated accordingly. Prof. Maney briefly summarized the highlights. A friendly amendment was made to include that this document will be reviewed each year and updated to include new policies and laws. Another friendly amendment was made to change the following:

Grievance Procedures (FPS#??, CBA; GTP)

to:

Grievance Procedures (CBA; Senate By-laws; GTP)

There was also a friendly amendment to include an asterisk stating that the Collective Bargaining Agreement supersedes the Faculty Policy Series. As amended, the item passed.

- D. Prof. Nirode presented for action the University Probation Standards. (Attachment M6) Greg Maney, chair of the Undergraduate Academic Affairs Committee reported that it was the intent of the Senate and this body in terms of the new probation requirements to require students who are on probation to meet with an advisement dean and to take a one semester hour 'Strategies for Academic Success' course, but when the Undergraduate Academic Affairs Committee looked at the existing language in the bulletin, a student might infer that they do one or the other. Therefore, the committee has clarified the language that they must meet with an advisement dean and take the specific course. A discussion followed and the item passed.
- E. Prof. Nirode presented for action a statement from the Hofstra Association of Retired Professors (HARP). David Diamond, chair of the Faculty Affairs Committee explained that the committee was approached by the Hofstra Association of Retired Professors (HARP) seeking a statement of welcome and support from the faculty. The Committee recommends that the following resolution be submitted to the faculty:

“The Hofstra University Faculty herewith welcomes the establishment of the Hofstra Association of Retired Professors (HARP). The Faculty recognizes and appreciates the value of a concerned population of experienced retired faculty who are a continuing part of the Hofstra community.”

There was a friendly amendment to insert a comma between faculty and who. The item passed unanimously.

- F. Prof. Nirode presented for action the revisions to Faculty Policy Series #10. (Attachment M7) Greg Maney, chair of the Undergraduate Academic Affairs Committee reported that the Senate and Full Faculty recently passed a Faculty Policy Series dealing with attendance taking and because of that, it required a revision to this policy. The language from the attendance policy is taken and added to Faculty Policy Series #10 to govern instances of absences from quizzes and examinations. Since this policy series was last revised in 1981, a number of other things have changed rendering certain provisions and languages archaic. After a discussion the following amendments were made:

The following sentence:

The final examination shall be held for one year.

was changed to:

The final examination shall be retained for one year.

The following sentence:

Faculty are not required to provide make-up opportunities for students absent from regularly scheduled classes.

was changed to:

Faculty are not required to provide make-up opportunities for students absent from quizzes and/or examinations during regularly scheduled classes.

The amended item passed with one opposed and one abstention.

- G. Prof. Nirode presented for action the Classroom Code of Conduct. (Attachment M8). Greg Maney, chair of the Undergraduate Academic Affairs Committee reported that a number of colleagues have approached him talking about disruptive and disrespectful behavior in the classrooms including students yelling and, refusing to stop yelling until escorted out of the classroom by public safety officers. Part time faculty members were not sure what they could reasonably expect in terms of conduct from Hofstra Students given that they are teaching at a wide range of institutions. With this in mind, the Undergraduate Academic Affairs Committee wanted to try and set some general expectations for classroom conduct not only for students but also for faculty to create a positive learning environment. This will also provide faculty with a policy that they can reference to support their expectations for certain behaviors within the classroom and to give them resources for preventing instances of misconduct, and in the case where these behaviors occur, to respond to them effectively. Prof. Maney also reported that the Center for Teaching and Scholarly Excellence have agreed to develop a webpage where certain resources are provided in this regard. Prof. Maney pointed out that while the policy does list some behaviors that may be disruptive and disrespectful that it is up to the faculty member to define what they deem to be disruptive or disrespectful behaviors and to communicate that in their syllabi and verbally. It is still at the discretion of the faculty to define what the rules of conduct for the classroom are. A discussion followed.

A friendly amendment was made to change the following sentence:

Instances of removing students from the classroom should be reported by faculty to the Office of Academic Advisement.

to:

Instances of removing students from the classroom should be reported by faculty to their Chair and the Center for University Advisement.

After a lengthy discussion about faculty conduct in the classroom, a motion was made to separating out behaviors regarding faculty. The faculty portion will be created by the Faculty Affairs Committee. The motion passed.

The document will be labeled: *Classroom Code of Conduct for Students* and the following sentence was removed from the document:

Similarly, students should report serious or repeated disruptive or disrespectful behavior by faculty to the Chair of the faculty member's department. Such reporting facilitates interventions to assist the faculty member in question while reducing the likelihood of similar behaviors in other courses.

A friendly amendment was made to change the word *verbally* to *orally* under Prevention and Responses.

The following sentence:

Faculty may reasonably insist during class that students quit behavior that they judge to be disrespectful or to interfere with others' learning.

was changed to:

Faculty may reasonably insist during class that students stop behaving in ways that faculty judge to be disrespectful or to interfere with others' learning.

A motion was made and seconded to look at the faculty code of conduct to be formed together with the current student code of conduct rather than addressing them separately. A discussion followed. The vote was called and accepted. The motion was not accepted.

A motion was made to vote on the Classroom Code of Conduct for Student as amended. The item passed unanimously.

- H. Prof. Nirode presented for action the Graduate Students Dismissal Policy. (Attachment M9) Prof. Gurevich, chair of the Graduate Academic Affairs Committee spoke briefly about the process and a discussion followed. The following amendments were made:
The following sentence:

A graduate student who is dismissed ...

was changed to:

When a graduate student is dismissed...

The following sentence:

.. externships, practica and other field-based studies, will be reviewed and may be subject to dismissal at the discretion of the graduate program.

was changed to:

..externships, practica and other field-based studies, the student's status will be reviewed and the student may be subject to dismissal from the program at the discretion of the graduate program.

The following sentence:

A graduate student dismissed from two field placements will be dismissed from the graduate program

was changed to:

A graduate student dismissed from two field placements for cause will be dismissed from the graduate program.

A point of clarification was made that a number of graduate directors were concerned that when a student is performing adequately in classes, yet there are complaints about the student from the field. There isn't anything written for dealing with that. This policy is particularly important in fields dealing with teaching and counseling, which already have their own policies and this does not interfere, but rather serves as an umbrella policy. This policy will be included in the basic regulations for graduate students in the bulletin.

A reference to the dismissal policy will be added to the policy.

A motion was made, and the amended policy was approved

- I. Prof. Nirode presented for action the faculty statement of support for the Student Affairs Committee's Recycling Petition. (attachment M10- M11) It was passed by the Senate for the goals that are outlined in the student petition for an increase of environmental responsibilities. Russell Burke, a member of the Environmental Priorities Committee spoke on behalf of the chair of the Student Affairs Committee reported an amendment was made to the petition which includes:

- a visible University-wide recycling program that allows all members of the Hofstra Community to sort all normally recyclable refuse materials that are not already sorted and recycled post-collection
- a complete ban of all polystyrene (Styrofoam) products sold on campus
- a requirement for food-service providers to use paper and plastic products (take-away containers, cutlery, to-go cups and bowls, napkins, etc) with the highest level of recyclability available
- University support for a 'plate-first policy' in all of the dining facilities

A discussion followed and the introductory sentence was amended to read:

The Full Faculty expresses its full support for the intentions outlined in the student petition for increased environmental responsibility. The intentions are as followed:

A motion was made to accept the faculty's statement of support for the student's efforts and intentions. The motion passed.

IV. Report of the AAUP, Estelle Gellman

Prof. Gellman reported that they are not negotiation now but concerned with issues having to do with the contract and will be working on procedures for senior faculty and tenured faculty. The AAUP will also be working on the equity adjustments that are in the contract. Several issues the AAUP will be contacting the faculty about what information they need.

VI. New Business

Prof. Bryant spoke on behalf of the Department of English and its Executive Committee that they wish to express their strong objection to the University's closing of the Library's West Annex without allowing library administration, faculty, and staff (as well as the academic faculty) adequate time to consult with one another and without providing adequate funding to devise a reasonable plan to de-access its holding. He spoke briefly about a letter they have written to the President and the Provost. Prof. Bryant pointed out that while digitation is a tremendous boom for all of us, for both teaching and in library; it can also have real disastrous consequences for the study of books. As academics we really need to think carefully about the disposal of books and work with the library faculty and staff to facilitate that process.

A discussion followed including the Provost explaining the reasoning for selling the West Library building, and the following motion was made:

The faculty recommends that the Planning and Budget Committee obtain input from faculty and students when developing library policies and enhancing future growth of the library.

The motion passed.

A request was made by the faculty of the School of Education and Allied Human Services to have the university consider the formation of a separate graduate calendar. Prof. Ferrand informed the representative to contact Will Nirode, chair of the Senate Executive Committee, to be considered by one of the subcommittees.

The meeting was adjourned at 5:07 p.m.

UNIVERSITY FACULTY MEETING MINUTES
MONDAY March 24, 2008

For attendees, please see attachment A1.

The meeting was called to order at 3:06 pm.

I. The minutes of the December 14th, 2007 meeting were approved.

II. Report of the Speaker of the Faculty:

Prof. Ferrand convened the meeting by reporting that the Dalai Lama has accepted Hofstra's Interfaith Award. President Rabinowitz will be going to India to present the award, after which the Dalai Lama is coming to Hofstra for a formal ceremony sometime in 2009. There will be a press conference to announce this.

Prof. Ferrand reported that the formal signing of the agreement to develop the medical school is scheduled for Wednesday, March 26th and the name of the new dean will be announced. The Medical School Advisory Committee has developed a series of reports regarding various aspects of the new school including grant activity, joint bachelors/MD programs, development of interdisciplinary centers, governance structures, etc., and will submit these to President Rabinowitz by the end of this semester. The new class is officially scheduled for Fall 2011.

Prof. Ferrand reported that the Middle States preparation is going according to plan. Subcommittees have submitted or will shortly submit their reports to the Steering Committee which will collate the reports into a cohesive document. Subcommittees have focused on mission and goals, leadership, governance, administration, planning/resource allocation, student admissions/retention/support, faculty issues and educational offerings/ and assessment of student learning.

Prof. Ferrand reported that the The First Year Task Force continues to meet on a regular basis. Having achieved many of its goals, particularly in terms of enhancing student services, the Task Force is now broadening its focus. For example, discussions have started about the value of collaborative learning and ways of incorporating this model as appropriate

Prof. Ferrand reported that an email has gone out to all full-time faculty soliciting interest in joining the University Senate as Senators-At-Large. A similar email will be circulated again tomorrow.

III. Report of the Senate:

Action Items

A. Prof. Ferrand presented for action the Minimum Standards for Classroom Instructional Technology -which is applied to classroom renovations as well as any new construction of classrooms (Attachment M1). This is a document that was circulated some time ago and sent back to the Senate for some revision in terms of defining classroom size and adding the number of rooms in each of these categories. The changes were made to reflect the growing and changing technology. A small discussion followed, and the item was passed.

IV. Report of the AAUP, Estelle Gellman

Prof. Gellman reported that the AAUP will have a meeting on April 9th during common hour and will be discussing issues we may be facing in the next few years. Prof. Gellman also reminded the tenured faculty to have their proposals in by April 29th.

V. New Business

There was no new business.

Prof Greenwell brought up the issue that when classrooms are renovated, the new desks do not have racks for student's books and that we seem to not be making the correct choices for classroom furniture. Vice Provost Schmelkin commented that the Minimum Standards for Classroom Instructional Technology deals with instructional technology and that the renovations that have been done recently have been primarily to smaller rooms. The administration will look into it.

The meeting was adjourned at 3:15 p.m.

UNIVERSITY FACULTY MEETING MINUTES
FRIDAY MAY 2, 2008

For attendees, please see attachment A1.

The meeting was called to order at 3:06 pm.

I. The minutes of the March 24th, 2008 meeting were approved.

II. Report of the Speaker of the Faculty:

Prof. Ferrand convened the meeting by introducing Dr. Berliner.

III. Report of the Provost:

Provost Berliner began his report by commenting on what a wonderful year it has been in terms of the accomplishments of the University and the faculty.

A. Hofstra Gala

The President announced that this year's gala had raised \$1.2 million dollars for our endowment in support of scholarships and he also announced the successful completion of our 100 million capital campaign with \$109 million raised. The next capital campaign will begin immediately and be focused on the medical school.

Winners of this year's Teacher of the Year Awards:

- Doron Milstein, Assistant Professor, Speech-Language-Hearing Sciences, HCLAS
- Victoria Geyer, Assistant Professor, Journalism, Media Studies and Public Relations, School of Communication
- William L. James, Professor, Marketing and International Business, Frank G. Zarb School of Business
- Jacqueline Grennon-Brooks, Assistant Professor, Curriculum and Teaching, School of Education and Allied Human Services
- Grant Hayden, Professor of Law, Law School

Provost Berliner reported that this year will go down in Hofstra history as one of the top years in our history. He reported that the medical school, in partnership with North Shore/LIJ, and the presidential debate on October 15th, are defining events at Hofstra, and said that when he started here, he was often asked "What's a Hofstra?" Very rarely is that question asked today.

B. Medical School

In anticipation of the medical school, a task force headed by Dean Bernard J. Firestone has looked into how we can be sure this new school is fully integrated into the fabric of the university – including especially the possibility of joint programs, curricular initiatives, joint research, and grants.

- Sina Rabbany headed a subcommittee charged with exploring the relationship between a medical school and support for graduate and undergraduate science
- Janice Koch and Robert Seagull headed a subcommittee charged with exploring the possibility of instituting joint bachelors/MD programs
- Joanne Wiley's subcommittee was on research and grants
- Laurie Johnson's subcommittee was on internships

The Task Force will be meeting later this month with Lawrence Smith, MD, the new dean of the medical school, to further these initiatives and turn them into reality. At the same time, Bernie Firestone, Dolores Frenrich, Pat Adamski and the Provost have also begun meeting with senior leadership at North Shore/LIJ so that the student diversity, faculty and administrative diversity, and community involvement (including a pipeline program beginning at the middle school level) are part of the fabric of the school from day one.

The economics of the new school have also been structured by the President in such a way that they will not impede the progress that has been made and I expect will continue to be made in the rest of the University. There will be substantial fundraising which has started to develop already.

The initial facility for the medical school will be the Jets building and the Jets have indicated that they will move out no later than January 1, 2009, but what they would like to do is to leave by October 1st, 2008. When a permanent medical school building is built, this 100,000 square foot building will be available for other use, most likely additional academic space. Proposals are welcomed for the use of the building. For example, should it be dedicated to all graduate and undergraduate health related programs and areas, or should it house our Biology Department?

C. Debate '08

Having the debate on campus and the activities that have been built into Educate '08 have brought this critical election into much sharper focus for our students, the faculty, the rest of our community and the greater Long Island community. This semester's events have been very impressive; the fall events will be even more comprehensive, and we will continue Educate '08 into the first 100 days of the new administration. In the weeks and months to come, you will be hearing more about these events.

There are four key people involved in this effort and they have shouldered an enormous amount of work to make this the strongest educational program any college or University that has had a debate has ever had.

- Rosanna Perotti, Director of Educate '08
- Mena Bose, Peter S. Kalikow Chair in Presidential Studies;
- Cindy Bogard, Director, Center for Civic Engagement, and
- Melissa Connolly, VP for University Relations.

Scheduled events for the fall include:

- Tuesday, September 9: Robert Rubin, former U.S. Secretary of the Treasury (Clinton Administration)
- Monday September 15: Tim Russert, host of NBC's Meet the Press
- Friday, September 19: Gail Collins, New York Times columnist. For National Issues Forum event
- Tuesday, September 23: Foreign Policy Roundtable entitled "Stopping Politics at the Water's Edge: What are American Foreign Policy Priorities in 2008?" Nancy Soderberg and Col (Retired) Jay Parker. Nancy Soderberg is Senior Policy Advisor – International Crisis Group, former U.S. Ambassador to the United Nations ('97-'01) and former 3rd ranking official of National Security Council at the White House ('93-'97). Parker directed International Relations at West Point, and he is an

expert in many areas, including American foreign policy, security studies, and politics and film. He is currently a lecturer at Georgetown University.

- Friday, September 26: Diana Carlin, a nationally known scholar of U.S. presidential debates and founder of Debate Watch, speaks and conducts a debate and dialogue on the evening of the First Presidential Debate. Calin, an associate professor of communication studies at the University of Kansas, conducted a series of focus groups in 1992 to see how citizens might best use the debates, and she published the report of that work in a book titled, *The 1992 Presidential Debates in Focus* (Prager, 1994). Carlin created a packet of material to guide DebateWatch groups, and the U.S. Commission on Presidential Debates expects to distribute tens of thousands of the packets through groups that emphasize voter education.
- Tuesday, October 28: Former White House Press Secretary (Clinton Administration) Dee Dee Myers and former White House Press Secretary (under George W. Bush) Ari Fleischer.
- Invitations have been sent to General Colin Powell, former Under-Secretary-General of the United Nations Dr. Shashi Tharoor, former New York State Governor Mario Cuomo.

The Provost commented on how much he has enjoyed going to Educate '08 events, having just attended a lecture by Mary Matalin and James Carville as well as a lecture from Charlie Cook and one from David Gergen.

It is important to note that there are a number of academic departments that are temporarily adversely impacted by the debate – Health and Family Studies, Physical Education and Sports Sciences, and Military Science. These departments will need to vacate space they use for part of the fall semester. Arrangements have been made that minimize the disruption and the Provost would like to thank each of the departments for their cooperation.

D. The First Year Connections

Deans Firestone, Frisina, Nass, Godlove and Uruburu deserve great credit for transforming the first-year experience. The First Year Connections programs and our other first year offerings provide a menu of excellent opportunities to begin college life at Hofstra. For example, our First Year Connections programs offer two kinds of courses- seminars and clusters. Next fall, we will be offering 36 seminars. Each one will be on a different topic with enrollment limited to not more than 15 students per semester. For example, one of the seminars focuses on *Baseball in Literature*. Another very different seminar with a geology focus is *Dinosaurs* and still another will look at *Presidential Politics*. Two others which reflect the diversity of our offerings are *The Federal Reserve, Markets and the Economy* and a seminar on *Jazz*.

The 19 First Year Connections clusters are groups of two or three thematically related courses with no more than 35 students in a class. For example, in one cluster, we look at *Fairy Tales in Literature* which is through a film course and an English course. Another example, the *Politics, Ethics, and Journalism* cluster examines politics, the press, and our freedoms. In the *Law and Economics* cluster, students come to appreciate how our legal system both supports and restricts business practices. In the *Italian Language, Italian Cinema* cluster, students study introductory Italian as well as the major trends in Italian cinema, and through these courses gain a much better awareness of modern Italian society. The *Pre-Health Sciences* cluster, biology and chemistry faculty teach together and thus

students are better able to see how the areas are inextricably interwoven. Overall, we offer 19 different clusters and 36 different seminars to choose from.

In addition, we have Honors College and School for University Studies, both with very strong first year programs.

New College, which is now New college for Interdisciplinary Studies, has a first-year undergraduate option where our students follow an innovative block schedule in which they take only one course at a time for 3 ½ weeks, with a four-block course comprising a semester. Only a handful of Universities in the country offer a program of this kind and no other University in the Northeast has a program like this.

This coming fall one of our block courses will focus on *Literature, Food and Culture Latino in New York*. Another will focus on *New York City Before and After 9/11*. In each case, the extensive field trips made possible by taking one course at a time vastly enhance the experience and the learning.

In addition, we know some students would like a stronger connection between their academic goals and their extracurricular activities. With all of this in mind, next fall we will offer six FYC clusters as "living-learning" communities: "Presidential Politics," "Math, Science and Engineering," "Premedical Sciences," the "Arts," and two "civic Engagement" communities. Residential students who select one of these clusters will have the option to be housed in one of six living-learning communities (First-year residential students who are not in these clusters but are interested in the subject matter can also live in the house.) In these houses we enrich the residential experience by offering enhanced co-curricular opportunities including more frequent trips into the city, house-based events such as visiting speakers, and the general camaraderie that comes when people who live together share interests and goals. In addition, commuter students in each of these clusters will also be invited to join these activities.

E. Five-Year Plan

The Five-Year Plan which covers 2005-2010 is now in year three. The Provost reported on some of the outcomes as compiled by the President's Office. The President, based on input from all of our schools and colleges, presented an ambiguous but achievable Five-Year Plan to the Board and we are doing well in meeting the plan goals:

For example, the President's plan was designed to enhance the academic quality and diversity of the student body by:

- Raising the mean SAT of first-time freshmen to 1200
In fall 2001, the average SAT was 1066, in fall 2003 it was 1130 and in Fall 2007 it was 1179.
- Raising the mean GPA of first-time freshmen to 3.30
In fall 2001, the average high school GPA was 2.90, it increased to 3.08 in fall 2003 and to 3.37 in fall 2007.
- Raising the percentage of first-time freshmen were in the top 10% of their high school graduating class to 25%.
In fall 2001, 12% of first-time freshmen were in the top 10% of their class, in fall 2003, we were at 16%, and in fall 2007, the top 10% high school percentage was 26.
- Raising the percentage of the freshmen class who reside outside of New York State to 50%.

In fall 2001, 38% of the freshmen class were from out of state, 42% were from out of state in fall 2003, and in fall 2007, 50% of the freshmen class resided outside of New York State.

Another important goal is enhancing the ethnic diversity of the student body.

- In fall 2001, the percentage of non-white new freshmen (self-declared) was 21.6%, in fall 2003 the percentage was 22.3 and in fall 2007 the percentage of non-white freshmen was 19.9%. In fall of 2001, the percentage of international students was 2.2%, in fall 2003 it was 1.2% and in fall 2007 it was 1.6%. We can, should and need to do better in both areas.

Another goal of the President's plan was to increase the number of full-time faculty to 73% by adding 39 full-time faculty over the five-year period, and thus reducing dependence on adjuncts and increasing student contact with full-time faculty.

- In fall 2001, the percentage of total teaching done by full-time faculty was 66% - it remained at 66% for fall 2003 and increased to 72% for fall 2007.

This five-year plan is serving us well and we are about to implement the major planning process that will result in the 2010-2015 Plan. What should our academic goals be? What new academic programs should we have and are there programs which we should no longer offer? What other goals should we include in the plan: civic engagement, increased diversity, more emphasis on the environmental concerns and sustainability, as well as greater support for the surrounding communities?

F. Online Courses

Given the number of students who now live outside of New York, we will begin to offer on-line undergraduate courses, which will only be available during the summer sessions. They are designed to allow our students to take needed credits while home for the summer without the hassle of transferring those credits from another institution. Registration to date shows healthy enrollment in these courses, which come from many of our departments including English, History, Political Science, Biology, Elementary Education, Mass Communication, and Marketing.

G. At, or before the new planning process begins, we should also have a university-wide discussion on distribution requirements, 3 vs. 4 credit courses, total number of credits necessary to earn a degree, and the opportunities for more collaborative learning.

H. Senior Administrative searches

- David Foulk- the new Dean for the School of Education and Allied Human Services Dr. Foulk received his Ed.D. degree in Health Education from University of Tennessee in Knoxville and has been serving as Professor of Health Education and Associate Dean for Administration and Research at Florida State University's College of Education. Prior to becoming Associate Dean, Dr. Foulk served for a decade as Chair of Florida State University's Department of Middle and Secondary Education. Earlier he served for seven years as Chair of Georgia Southern University's Health Sciences Department. He has published extensively in the areas of public health and health education, specifically in the fields of adolescent obesity, HIV/AIDS, and tobacco prevention. He has also been involved in submitting successful grant proposals at the multi-million-dollar level.

- Nora Demleitner- who was previously the Vice Dean of our Law School, is now the Dean of the Law School. She received her J.D. from Yale School, clerked for Honorable Samuel A. Alito when he was on the U.S. Court of Appeals and is a recognized expert in the areas of criminal, comparative and immigration law.

Provost Berliner noted how well our dean search process works. Our search process, put in place by President Rabinowitz, utilizes a search committee for each dean search composed of faculty, administrators, and trustees. These committees tend to develop consensus recommendations to the President which helps develop the base of support necessary for the person to succeed as dean.

- Steven R. Costenoble was selected as Associate Provost for Budget and Planning. He previously served as Associate Dean of HCLAS. He is a professor of math who, in addition, has vast experience in university governance.
- Lawrence Smith became the first Dean of Hofstra University School of Medicine (in partnership with North Shore-LIJ Health System).

Dr. Larry Smith has been the chief medical officer of the North Shore-LIJ Health System since 2006. He joined the health system in 2005 as its chief academic officer and Senior Vice President of Academic Affairs, and he was previously at the Mount Sinai School of Medical education, Director of the school's Institute for Medical Education, professor of medicine and an attending physician.

Dr. Smith earned his medical degree from the New York University of Medicine, along with a Bachelor of Science degree in physics from Fordham University.

I. Accreditation

Our accreditation visits this year include Law, Journalism, Engineering, Clinical, School and Community Psychology. We have done well in these accreditation reviews and are continuing to work on Middle States.

- J. Provost Berliner reported that we need to encourage more grant applications- good for the faculty and good for graduate student support. There is a task force that will be looking at ways to streamline the grants process and increase the support for faculty that are applying for grants. Provost Berliner reported that we need, especially on the graduate level, to respond to challenges in terms of lower cost alternatives/more convenient off campus locations or weekend alternatives. All these challenges impact our graduate enrollment. In these cases, our responses need to be focused on the high quality of the existing programs we offer. We also need to continually pursue new areas for potential programs.

K. Commencement

The times for commencement have been changed slightly because starting next year, the University will be the site of the Lacrosse playoffs to which the stadium will be used.

Our graduation speakers for the commencement ceremonies of Sunday, May 18th are:

- 9:30 a.m.- Graduate Ceremony (David S. Mack Sport Complex and Exhibition Hall) Honorary Degree recipient Martin J. Sullivan, President and CEO, AIG, Inc.
- 3:30 p.m. – Undergraduate Ceremony (James M. Shuart Stadium) Presidential Medal recipient Mr. David Patterson, Current Governor of New York.
- 7:30 p.m. – Law School Ceremony (David S. Mack Sport Complex and Exhibition Hall) Mr. Adam Liptak, National Legal Correspondent for *The New York Times*, will be speaking.

IV. Report of the Senate:

Action Items

- A. Prof. Nirode presented for action the 2010-2011 Academic Calendar. A discussion followed about the meeting times and the calendar just meeting the minimum compliance. Prof. Hastings requested that we have a schedule that allows one or two extra meetings of all classes. He suggested one option is to require attendance on reading/snow/study days. Prof Hastings urges the committee to consider this for the next calendar. A further discussion followed, and the item was passed with one opposed and one abstention.

- B. Prof. Nirode presented for action the Smoker Buffer Zone Proposal which comes from the Student Affairs Committee. The proposal recommends there be a 20-foot buffer zone outside of all buildings at which people cannot smoke. There is a suggested fine for first time and repeat offenders. A discussion followed and the item was passed with two opposed and one abstention.

- C. Prof. Nirode presented for action the Change in Probation Criteria revision. The item passed unanimously.

IV. Report of the AAUP, Estelle Gellman

There was no report of the AAUP. There was a small discussion about ballots on two issues: one on the bargaining agreement, and one on the change in our constitution.

V. New Business

There was no new business.

The meeting was adjourned at 4:07 p.m.