

**UNIVERSITY FACULTY MEETING MINUTES
MONDAY OCTOBER 27, 2008**

For attendees, please see attachment A1.

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

I. The minutes of the May 2nd, 2008 meeting were approved.

II. Report of the Speaker of the Faculty:

Prof. Ferrand convened the meeting by congratulating Provost Berliner on the dedication of Berliner Hall.

A. Debate '08

The debate was a spectacular success, watched by approximately 57 million people. Members of the Debate Commission commented that this was the best run, and the best organized debate they've ever been to. This says a lot for the Hofstra level of organization, resources, time, dedication and effort that went into making this a fantastic success. The debate also generated outstanding publicity for Hofstra University. Last October the Hofstra website had approximately 150,000 hits. This October, that number soared to about 345,000 and on the day of the debate, Hofstra was in the top 100 google searches, peaking at #12. Melissa Connelly and her office will be using this data for Public Relations and recruiting purposes.

B. Medical School

Accreditation process for the Medical School is beginning and various committees have been formed that include personnel from both Hofstra, as well as from North Shore-LIJ. In order to achieve the target date for enrollment of the first class (fall 2011), the accreditation process must be done.

C. First Year Task Force/ Student Experience Task Force

The First Year Task Force has been renamed the Student Experience Task Force and continues to meet on a regular basis. One of the issues is that we have developed such a fantastic first year experience, both academically and socially, when students get to the subsequent years, they're disappointed. The task force is looking at ways to enhance the sophomore and higher years as well. Any ideas are welcome; just contact Prof. Ferrand, Provost Berliner, or any of the members of the task force.

D. Five Year Plan

The task force had a brainstorming session about the Five-Year Plan and would appreciate input on any kinds of issues important to include in the plan, above and beyond what has gone into department five-year plans.

E. Dining Services

The Dining Services committee is constantly looking at ways of enhancing food services and one of the issues we're looking at is the possibility of providing a meal plan for

faculty, one of the incentives being forgiving the tax on food. If anyone has any questions, comments or ideas for enhancing food services, contact Prof. Ferrand.

Prof. Ferrand reported that the new cafeteria in the Netherland's Living Learning complex is quite phenomenal.

F. Smoking Buffer Zone

The Smoking Buffer Zone, which has been approved by the faculty, has also been approved by the President and the Board of Trustees. It will go into effect as of spring 2009, and applies to the dormitories as well.

G. Democracy in Performance

The Democracy in Performance that happened on October 14th was a great success, with all kinds of activities implemented concurrently. Prof. Ferrand commends Lisa Merrill and Cynthia Bogard for doing such a great job of putting it together.

H. Fredrick Douglass Sculpture

The dedication of the Fredrick Douglass Sculpture will take place on Wednesday, October 29th in the courtyard of the Monroe Lecture Hall during common hour. Vinnie Bagwell, the sculptor, will attend the ceremony.

I. University Senate

Request for nominations for various open positions on various committees have received a low response and all faculty are encouraged to get involved, either by nominating themselves or urging other colleagues to get involved

IV. Report of the Senate:

Action Items

- A. Prof. Nirode presented for action the revisions of Faculty Policy Series #42, the Course Grade Appeal Policy. These revisions, from the Undergraduate Academic Affairs Committee, were made to update the policy, make it more efficient, streamline the process, and to make it uniform across all the schools, excluding the Law School. The following amendments were made:

The following sentence:

An instructor's right to determine the grades assigned in his or her class shall be abrogated only if it is demonstrated (through the procedure below) that a course grade was based on factors other than the student's academic performance in the course.

was changed to:

An instructor's right to determine a final grade assigned in his or her class shall be abrogated only if it is demonstrated (through the procedure below) that the final course grade was not based on the student's academic performance in the course.

The following sentence:

The chair shall attempt to mediate a resolution, but may not, if the instructor is reachable, change a grade.

was changed to:

The chair shall attempt to mediate a resolution but cannot change a grade.

The following sentence:

If the committee members find that the grade was based on factors other than academic performance, they may determine a new grade and submit a change of grade through the Dean's office.

was changed to:

If the committee members find that the grade was not based on academic performance, they may determine a new grade and submit a change of grade through the Dean's office.

The revisions were approved as amended.

- B. Prof. Nirode presented for action the endorsement of the principles outlined in the Environmental Sustainability Proposal which was created by the Students for a Greener Hofstra and has been looked at by subcommittees of the University Senate as well as administrative offices. Michael LaFemina, a representative from Students for a Greener Hofstra, reported that the tenants of the paper called for the University to establish an Environmental Sustainability Officer. The resolution is to call for support of the idea of the proposal and not specifically how the proposal is outlined. The proposal is a recommendation from students who have done comparative research of other universities using American Association for Sustainability in Higher Education (AASHE) and other network resources. Ultimately the decision of what might fit for Hofstra University should reside with the administration. The endorsement of the proposal was passed unanimously.

IV. Report of the AAUP, Estelle Gellman

There will be a membership meeting on Wednesday during common hour. The AAUP will be going over some personnel issues in the contract they are working on and they will hopefully complete the equity study. Equity adjustments will be retroactive to September.

V. New Business

There was no new business.

The meeting was adjourned at 3:48 p.m.

**UNIVERSITY FACULTY MEETING MINUTES
MONDAY DECEMBER 12, 2008**

For attendees, please see attachment A1.

The meeting was called to order at 3:09 pm.

I. The minutes of the October 27th, 2008 meeting were approved.

II. Report of the Speaker of the Faculty:

Prof. Ferrand convened the meeting by reporting that an issue has arisen concerning students who live off-campus. Reports of misbehavior have been received, including disorderly conduct, excessive late night noise, extensive littering, and underage drinking. This is obviously a very large complex issue, touching not only on Hofstra's role in dealing with conduct off campus, but also on the jurisdiction of local town authorities, housing safety, University liability and students' civil rights. Provost Berliner has asked the Senate to investigate and make recommendations, and Vice President Johnson is starting to collect data about policies at other universities. This issue also relates to the development of an on-campus Honor Code. Provost Berliner reported that the Student Affairs Committee of the University Senate will be looking into the feasibility and desirability of such a code.

Prof. Ferrand reported that the Senate will need to expand in order to incorporate representatives from the Medical School. Currently, Dr. Veronica Catanese, Senior Associate Dean for Academic Affairs, is attending Senate meetings. Specific representation has yet to be worked out, and once it is, the proposed expansion will go through the governance process.

Prof. Ferrand reported that the university is planning to implement an online structure for applications so that paper job applications are no longer required. Many applications are already available online.

Prof. Ferrand reported that the Senate committees are dealing with issues that will be coming to the faculty sometime next semester. Some of these include the definition of class status by credit. In the class standing policy as it is now, a student must have 24 semester hours to become a sophomore, 58 semester hours to be a junior, and 82+ to be a senior. There will be a proposal coming forth to increase the credit limits to 30, 60 and 90 respectively. This makes more sense in terms of how many credits students have to take to graduate in four years. There was a discussion to leave the credits for sophomore class standing at 24 semester hours because there will be some first-year students who are advised to take 12 credits a semester. Dr. Schmelkin reported that the pattern of how many credits a student takes per semester is being looked at. Prof. Ferrand reported that other issues being looked at by the Senate are the Library report. The Planning and Budget Committee is gathering data from all constituents regarding library usage and soon and this will be coming to the full faculty. Prof. Ferrand reported that another issue being considered is a professional conduct policy for faculty. She reminded the faculty that last semester, the faculty passed a classroom code of conduct for students and this body suggested that there be a separate policy that would apply to faculty, which is indeed in the process now.

Prof. Ferrand reported that the Middle States report is in the drafting process and once drafted it will be reviewed by the Middle States Steering Committee. It will be reviewed by both the Planning and Budget Committee and the Middle States Steering Committee and should be finalized in the early spring.

Prof. Ferrand reminded the faculty that the Fall Commencement will be held on Thursday, December 18, at 7:30 p.m. at the David S. Mack Sports and Exhibition Complex and encourages everyone to attend.

Prof. Ferrand reported that there has been a slight schedule change in our faculty meetings for next semester. President Rabinowitz was originally scheduled to address the faculty at the March meeting, but he has requested an earlier meeting date at which he will address the faculty and it will be Monday, February 2nd at 3pm. The March meeting will still be scheduled.

Prof. Kamberova brought up for discussion a Faculty and Research Development report that was being discussed through the Academic Computing Committee last year. The Committee approved an addition to the FRDG, to allow multiple faculty with unrelated projects to be able to buy expensive software for research. Dr. Berliner suggested asking the Senate Executive Committee to look into it and delegate it to the appropriate committee, possibly the Planning and Budget Committee.

IV. Report of the AAUP, Estelle Gellman

Provost Berliner reported that the University and the AAUP decided the MOA yesterday on the equity adjustment called for the Collective Bargaining Agreement and the individuals getting an equity adjustment will find it in their last paycheck.

Prof. Hastings applauds the University's attempts for a Greener Campus with the endorsement of the Proposal for establishing an Environmental Sustainability Officer and urges the Senate to move forward. Examples of a greener campus include replacing the gas generator powered hedge clippers, which pollute the air and adds to noise on campus, with something that would plug into a building, and replacing campus cars with hybrids. Perhaps taking these steps would be useful, as well as increasing grant funding to go more solar.

V. New Business

There was a discussion about what impact the nation's financial crisis has on the University. Provost Berliner reported the University is in good financial shape, although the future holds a lot of uncertainty. The University is preparing for it as much as it can and will be extraordinarily conservative in filling open lines because doing so doesn't impact anyone that is here. The Provost reported that he is recommending to the President that the Five-Year Plan be paused for a year. Since our endowment is substantially lower than that of Harvard's, it will have a much more modest impact. In terms of the Medical School, all the efforts are underway.

The meeting was adjourned at 3:30 p.m.

UNIVERSITY FACULTY MEETING MINUTES MONDAY MARCH 16, 2009

For attendees, please see attachment A1.

The meeting was called to order at 3:09 pm.

I. The minutes of the December 12th, 2008 meeting were approved.

II. Report of the Speaker of the Faculty:

Prof. Ferrand convened the meeting by reporting that we are in the middle of three accreditation site visits this semester:

Middle States – April 19th – April 22nd

TEAC (School of Education, Health and Human Services) – this week

NCAA – the week before Middle States

Prof. Ferrand reported that the faculty exchange with Claflin continues, with faculty lined up for the next few years. The program will be expanded to include students (two from each school) starting next spring.

Prof. Ferrand reported that the President approved the principles of the Sustainability Proposal as modified by Provost Berliner's comments regarding costs and benefits, and a Sustainability office has been established.

Prof. Ferrand reported that with regards to enrollment, applications are up over this time last year, and the recent Open House was extremely well attended. However, we don't know yet how this will translate into actual enrollments.

Prof. Ferrand reported that Faculty Officer Elections are coming up this spring. Nomination Ballots will be sent out in early April for:

- Speaker of the Faculty
- Secretary to the Faculty
- Parliamentarian

III. Presentation by Dr. Lawrence Smith - Dean, School of Medicine:

(See Attachment M1 for an outline of Dr. Smith's Power Point Presentation)

IV. Report of the Senate:

Action Items

A. Prof. Nirode presented for action the revisions to Faculty Policy Series # 99 - A Code of Professional Responsibility for Faculty (Attachment M2). Prof. Nirode reported that there was a proposal by Ralph Acampora who is currently on sabbatical; therefore, his amendment was made via email. The amendment is as follows:

II. K. Faculty members shall respect students' right of conscientious objection to the performance of activities they deem gravely unethical; every reasonable effort shall be made to accommodate conscientious objectors in providing them alternative assignments as necessary to accomplish suitably their academic responsibilities.

A discussion followed about who is to decide what a conscientious objection is and that the standard set here is a subjective one, where the student gets to decide what is gravely

unethical to them. It was commented that there are also legal ramifications. The amendment did not pass.

A question was raised why I. D.? was removed from the original Faculty Policy Series which stated:

In general, it is the duty of the teacher to support the principles of tenure, promotion, demotion and dismissal adopted by the profession, to press for the formulation and use of such principles where they have not been adopted, and to advocate changes in those principles where he/she disagrees with them.

Senior Vice Provost Schmelkin reported that this is covered in the Collective Bargaining Agreement.

The revisions to Faculty Policy Series #99 passed with two abstentions.

- B. Prof. Nirode presented for action the revisions to the definition of class standing by credit hours (Attachment M3). As it states in the bulletin now, a student must have 24 semester hours to become a sophomore, 58 semester hours to be a junior, and 88+ to be a senior, making it difficult for a student to graduate in four years if they were to follow these guidelines. The Senate proposed to change the class standing to 30 semester hours for sophomore status, 60 semester hours for junior status and 90+ to be considered a senior. The proposed changes passed unanimously.
- C. Prof. Nirode presented for action the revisions to the calculation of Latin Honors (Attachment M3). Senior Vice Provost Schmelkin reported that the Undergraduate Academic Affairs Committee was charged with looking at our Latin Honors to see if it is consistent with our peers'. In this process it was discovered that our Cum Laude requirement was higher than other institutions' and that the percentage of students receiving Latin Honors has increased through the years. These changes were made to distribute our Latin Honors a bit more and not lower them. The revisions were passed with one opposed and two abstentions.
- D. Prof. Nirode presented for information a clarification of the repeat course policy in the bulletin. The following was added to the bulletin:
Courses repeated under the GPA exception policy may not be taken on a P/D+/D/F basis, except for courses given only on this basis.

V. Report of the AAUP, Estelle Gellman

Prof. Gellman reported that National elections are in process and faculty members can vote online. She also reported that chapter elections will be in April and the nomination ballots were sent out. Offices that will be opened for election are First Vice President for Grievances, Recording Secretary, Treasurer and one member of the negotiating committee. On the nomination form are the requirements and expectations of those positions, including training.

VI. New Business

Prof. Ferrand announced that the Annual Town Hall Meeting will be held on Wednesday, March 18th, during common hour in the Plaza Rooms.

The meeting was adjourned at 4:39 p.m.

**UNIVERSITY FACULTY MEETING MINUTES
FRIDAY MAY 1, 2009**

For attendees, please see attachment A1.

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

I. The minutes of the March 16th, 2009 meeting were approved.

II. Report of the Speaker of the Faculty:

Prof. Ferrand convened the meeting by congratulating Greg Maney on his election as Speaker of the Faculty. She reported that this was a very lively election, with over 200 faculty members voting for the two highly qualified candidates. Prof. Ferrand also congratulated Kathy Scott on her election as Secretary to the Faculty, and thanks Jenny Roberts for her service as Secretary to the Faculty for the past two years. Prof Ferrand also announced that we still need a Parliamentarian. She urges anyone who may be interested in this important position to contact either her or Greg Maney.

Prof. Ferrand stated the following:

“I would like to take this opportunity to express what a privilege it has been for me to serve as Speaker for the past four years. This experience has reinforced my conviction that a shared governance system that takes into account many diverse views and perspectives strengthens the entire university community. It has been a pleasure for me to serve as faculty representative on many committees and task forces, to work closely with our administrators, and to get to know the students involved in the governance process. Once again, thank you for all your participation and support.”

III. Report of the Provost:

Provost Berliner began his report by thanking congratulating Carole Ferrand for all her good work, as well as congratulating Greg Maney for being elected as the new Speaker of the Faculty.

A. Middle States

Provost Berliner reported that Hofstra received a very positive Middle States report and read some of the team comments:

The team congratulates Hofstra University for the thoroughness of its Self-Study, for its wonderful cooperation, and its superb hospitality throughout this process. Hofstra is a solid university with an extraordinary spirit and sense of purpose that is making progress in its primary mission: providing “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.” Although constrained by its relatively small endowment and dependence on tuition revenue, Hofstra has evolved in recent years into a complex organization of extraordinarily dedicated and loyal faculty, staff, and students.

Hofstra has embraced – and is commended for its success with -- broad-based planning and performance in recent years that has enabled progress on a number of academic, student recruitment and retention, faculty recruitment and development, and facilities initiatives. Students report significant satisfaction with efforts in the Student Affairs division and with the faculty. Faculty, likewise, are enthused about students and about the administration.

Hofstra has developed an extraordinary sense of community and goal-orientedness among all its constituents that strongly impressed the team. President Rabinowitz, his administration, the faculty and staff, and the students are to be congratulated and commended.

The Student Support Services area has undergone significant changes in the past five years. These changes were the result of the ongoing assessments in the Division of Student Affairs, coupled with anecdotal feedback during dinner conversations with students, faculty and staff. The results of the data motivated University officials to personalize and individualize interactions with students, to be more creative and efficient in the use of technology, and to be more intentional and proactive in supporting the University's mission.

Overall, the faculty is committed to the students, and the students appreciate it. The faculty feels that the administration's goals and vision parallel their own, and they feel the administrators support the faculty in their common educational efforts. The only explicit complaint of the faculty is the cost of housing, and they support the University goal to acquire housing near campus.

What is most impressive about Hofstra's outcomes assessment efforts is its documented ability to "close the loop," i.e., to apply the results of assessment to drive improvements that enhance student learning from the bachelors to the doctoral levels.

Provost Berliner congratulated Elena Cevallos who did an extraordinary job on the self study. This has been her second self-study for a visit, and she has also done a periodic review. Fortunately, she has volunteered to be the writer of the Medical School accreditation report.

Provost Berliner also reported that he has been asked by Middle States to evaluate the periodic review reports of Johns Hopkins and American University this summer and has just completed an ABA visit to the University of Memphis Law School.

B. Fall Enrollment Projection

Provost Berliner reported that we are dealing with an economic meltdown and with the most uncertainty that any of us have ever seen in terms of admissions and where we will be September 1st. At this time, we are exactly on target in terms of our full-time undergraduate population.

- Undergraduate
Our undergraduate goal for the fall is 1680 graduates, 320 of which are to be SUS students. To try and manage this number very carefully, a waiting list for SUS has been established and we have held back trying to see if we can get more regular admissions.
- Transfer Students
We are also looking for 562 transfer students. This is very early for transfer students so we really don't know where we will be. By and large, transfer students look to minimize their cost, very often coming from a community college and often look for public alternatives with a lower tuition.
- Graduate
We are looking for 824 new graduate students. Since graduate students tend to register late, we also can't really tell how we are doing.

Provost Berliner reported we are ok in deposits on the part of full-time undergraduates. The rest is too early to tell, and we really won't know where this ends up until we start classes in the fall. If the economy continues to improve, it will be helpful to us but if the economy experiences a sudden shock that in anyway derails the recovery, it obviously will have adverse impact on our enrollment picture and in higher education in general.

The Provost reported that given all the uncertainty that we have and all the economic difficulty that the country is in, we seem to be doing well. If there was ever a good year to have a Presidential debate on our campus, this was the year because it gave us some much-needed momentum that has helped us counteract some very negative economic forces.

The President is determined that we will continue to strengthen the academic profile of our students and the Provost certainly supports this goal.

C. 2009-2010 Budget

We have saved at this point, \$5 million from the continuation budget which is over \$300 million at this point. We are building in a cushion so that no one here is adversely impacted. This will help us prepare for the uncertainty. It also looks like our tuition increase will be in the 5% range given our own internal inflating pressures.

D. Law School

The Law School is phasing out of the evening program because of a diminishing pool of highly qualified evening students. More importantly, the Law School continues to be one of the top 100 law schools in the US News ranking.

E. Zarb School

Our Zarb School has received Business Week recognition as a top 100 undergraduate program in Business, and our Marketing MBA program was ranked in the top 15 by Princeton Review.

F. School of Education, Health and Human Services

A new gonfalon has been ordered for commencement.

Our School of Education, Health and Human Services has been recognized by US News as a top 100 graduate school of education.

G. Medical School

Temporary building is on schedule as is our preparation for accreditation. The renovated facility will house the Medical School for the first three or four years, after which the building will be 'repurposed' and be used for another academic area.

H. Five-Year Plan

Given the economic uncertainty, it has been decided that the five-year plan will become a six-year plan. We intend to fulfill every part of the five-year plan; we just need some additional time to really make everything happen. The five-year plans are being worked on by each of the units and deans will be asked for their plans sometime this summer or by early fall. The priorities that the individual schools and colleges rank the highest, are the ones that have the best chance of being funded and will be an important guiding document as we go forward.

I. Provost's Virtual Office Hours/ Provost's Blog

Starting this summer, the Provost will be having "virtual" open office hours Wednesday afternoons, from 2 - 4 p.m. (June 3, 10 and 24; July 22 and 29; August 5, 12, 19 and 26) using the Blackboard system. These will be private meetings which require only 15 minutes of prior notification. Starting in September there will also be a Provost's blog that will come out twice a month and the topic will relate to education. The Provost encourages everyone to speak up and be a part of it.

J. Retirement

Two very valuable long-time faculty members and leaders of the faculty will be retiring as of the end of this year. Estelle Gellman and Janis Koch. Each has served the University with distinction.

K. Kalikow Center for Presidential Studies

Continues to do very good work and have been marking the 100th day of the Obama administration. Ed Rollins has come on board as a Republican Fellow for the Kalikow Center and we are working on a Democrat of at least the visibility of Ed Rollins and hope to have that name announced within the next month. Define '09 has been a great follow up to Educate '08. The Provost welcomes suggestions on Define '09; it is a very important program with a lot of speakers who have much to contribute.

L. 75th Anniversary

Preliminary plans call for a convocation on Thursday, September 23, 2010 in honor of our 75th Anniversary and are looking for a key note speaker that has some involvement with Hofstra University. We are also considering honoring 75 key living people in our history and there will be a series of academic conferences including:

- Public Health Challenges and Achievements - directed by Professor Corrine Kyriacou from the School of Education, Health and Human Services
- The Transformation of Schools and the Educational directed by Professor Alan Singer also from the School of Education, Health and Human Services
- HCLAS will direct a conference on Liberal Arts in the 21st Century

In addition, there will be an oral history and a history exhibit and a series of special student events.

M. Annual Diversity Lecture

The annual Diversity Lecture took place two weeks ago and Dr. Susan Mboya talked about Diversity in Advertising: Winning with Ethnic Consumers. Susan heads the Zawadi Africa program which brings young women from Kenya to American universities with full tuition scholarships.

Two students from Kenya will be coming here this fall on Hofstra full tuition, room and board scholarships as part of our participation in the Zawadi Program.

In addition, we have also offered a full tuition scholarship to the valedictorians of the Hempstead and Uniondale school districts as part of our commitment to the community.

N. Diversity Initiative

Thanks to the effort of Larry Levy, who heads our Suburban Studies Institute, and Chris Niedt of Sociology, we will have a major scholarly conference. The Diverse Suburb: History, Politics and Prospects scholarly. This conference, scheduled for October 22-24, 2009, will include a Long Island-wide celebration of diversity as well as a program to recognize the diversity initiative of a high school student or students in each of Long Island's school districts.

- O. The Provost reported that after 35 years in administration, Dr. Ralph Polimeni will be leaving their administrative position at the end of this academic year and return to the classroom as a Professor of Accounting. As of June 1st, Barbara Bohannon will fill his position, as the acting Associate Provost with the assessment and accreditation responsibilities and Barry Nass, who is the Vice Dean for New College will be assuming Barbara's responsibilities in the HCLAS Dean's office in addition to running New College. In addition, Dr. Sybil DelGaudio will be leaving her position as Dean of the School of Communication. Both Ralph and Sybil have made major contributions and have been tremendous assets to the University.

The Provost also reported that Provost Berliner reported that Liora Schmelkin was appointed to a 15-member national advisory committee established by educational testing and the Council of Graduate Schools to look at the future of Graduate education in the US, a very important advisory board and a very prestigious appointment.

P. Teacher of the Year Recipients

- Robert Leonard, professor and chair, Comparative Literature and Languages, HCLAS
- Mary Anne Trasciatti, associate professor and chair, Speech Communication, Rhetoric, and Performance Studies, School of Communication
- Ahmet Karagozoglu, associate professor, Finance, Zarb School of Business
- Bruce Torff, professor, Curriculum and Teaching, School of Education, Health and Human Services
- Mitchell Gans, professor of law, School of Law

The Provost asks that everyone join him in acknowledging the significant achievement of these individuals.

Q. Commencement – Sunday, May 17th

- Graduate Ceremony - 9:30 a.m.
Paul O'Neill, Special adviser and consultant to The Blackstone Group L.P. and former secretary of the U.S. Department of the Treasury
- Honors Recognition Ceremony - 1:30 p.m.
Henry N. Tisdale, Ph.D., President of Claflin University
- Undergraduate Ceremony - 3:30 p.m.
Nicholas Negroponte, Founder and chairman of One Laptop per Child
Bob Schieffer, Chief Washington correspondent for CBS News and moderator of Face the Nation
- Law School Ceremony - 7:30 p.m.
Hon. Wallace B. Jefferson, Chief Justice, Supreme Court of Texas

R. N1H1 (Swine Flu) update

There are as yet no confirmed cases of swine flu at the University. The University is closely monitoring the situation on campus, locally, and nationally. We are in daily contact with the Nassau County Department of Health and following their advice and recommendations. There is a Flu Monitoring Committee meeting regularly, with representatives from all parts of campus, including the Provost's Office. The Provost's Office is also meeting with representatives of the Deans' Offices. We are urging all students, faculty, and staff to take precautionary measures to help prevent the spread of the flu. Updates and information, including symptoms of the flu and preventive steps to take, are posted on the Hofstra Web site on the Campus Alerts page.

One of the recommendations coming from the Centers for Disease Control and the Department of Health is that anyone who is sick stay home from work or school, and seek medical attention if symptoms worsen. This means that we will likely see more students and faculty than usual being out sick during final exam week and we are asking faculty and departments to be prepared.

- Faculty need to make allowances for students who miss final exams or assignments due to illness and should have alternatives ready. Examples of possible alternatives are take-home exams or exams offered online. (Faculty Computing Services can assist with this.) Faculty can also take advantage of the new incomplete policy, which allows them to set the deadline by which work must be made up. For example, a make-up test could be offered with a deadline of two weeks after exam week for the test to be taken.
- Departments need to make plans to give and proctor final exams if faculty members are out sick.
 - Faculty should leave copies of exams with the department.
 - Departments should make sure they have available people, preferably faculty, who are qualified to proctor exams.

Although we don't expect it to happen, we also need to prepare for the possibility of the University closing, particularly during final exam week. We are not able to extend the semester if this happens. To meet our own standards and the State's, missed time must be made up in an appropriate way that maintains our academic quality, and we must document what we do. The individual school and college deans will be working with the chairs and faculty to create and document specific plans and alternatives in case final exam times are canceled. There are many possible alternatives, including take-home exams or assignments and online exams (again, Faculty Computing Services can help). Communication with students can be through Blackboard or via email, but please note that all email communication should be done using only Hofstra email addresses for both students and faculty, for reasons of security and privacy.

R. Claflin University Exchange

The Provost took a moment to introduce our visiting faculty member from Claflin University, Ron Neal. Prof. Neal is a Religious Studies scholar and has been a part of our Philosophy Department. We are very pleased to have him. Barbara Lekatsas from the Comparative Literature and Languages Department is our representative to Claflin. The exchange is working exceptionally well, and we have faculty who have expressed interest for the next three years, starting with

The Provost also reported that under the suggestion of Liora Schmelkin, there will be a performance of Porgy and Bess, a musical that had its Broadway premiere in 1935, the same time we had our premiere, and this will be a joint production with Claflin University. Through the use of technology, we will have virtual rehearsals that will bring the students from Claflin and Hofstra together. The plan is to have it premiere at Claflin University and enter it into the Spoleto Festival. This will also be a highlight of our 75th Anniversary, another message on the importance of diversity, and another joint effort with a school that we are very pleased to partner with.

The visiting faculty member next year from Hofstra to Claflin is Anthony Dardis from the Philosophy Department who has already gone to Claflin to talk to them about the course he is going to teach. We actually have faculty that have signed up for the next three or four years which is terrific in terms of support on the part of our faculty for this initiative with Claflin.

IV. Report of the Senate:

Action Items

- A. Prof. Nirode presented for action the 2011-2012 Academic Calendar. It was brought up that there is a serious problem with the spring calendar for all the laboratory departments. The problem can be solved by scheduling one conversion day during the week immediately prior to spring break. A motion was made to convert Wednesday April 4th were to a Friday schedule. The Provost commented that this should be checked with Academic Records before putting into motion. The amendment, pending Academic Record's approval was passed. The calendar, pending Academic Record's approval of the amendment, was passed unanimously.

IV. Report of the AAUP, Estelle Gellman

Prof. Gellman reported that there is a chapter election occurring right now and everyone who are members of the bargaining unit. Prof. Gellman also reported that next year will be the fourth year of the contract and we will start doing research and planning, so we are prepared for negotiations in the fifth year. Committees and task forces who will be doing the research will be put together over the summer. She encourages anyone who wants to be involved to volunteer.

V. New Business

There was no new business.

The meeting was adjourned at 4:03 p.m.