

**UNIVERSITY FACULTY MEETING MINUTES
MONDAY, MARCH 26, 2012**

For attendees, please see attachment A1.

The meeting was called to order at 3:09 p.m.

I. The minutes of the December 2, 2011 meeting were approved.

II. Report of the Speaker of the Faculty:

Prof. Nirode convened the meeting by reminding faculty that a change was made through the computer center regarding logout timers. If someone is away from their computer for more than a few minutes, they are required to log back into the computer and many faculty members have complained about it. Prof. Nirode reported that after several discussions between himself, Stuart Bass, chair of the Senate Executive Committee and Robert Juckiewicz, Vice President for Information Technology, a compromised was reached. An email was sent out from Robert Juckiewicz offering faculty members an option to increase the desktop time-out limit from 15 minutes to 30 minutes. Faculty, who wish to extend the time-out limits, must contact the Help Desk by sending an email to help@hofstra.edu and requesting that their ID number be included in the 30 minute time-out group. Prof. Nirode proceeded to thank Robert Juckiewicz, Stuart Bass, and Provost Berliner for their help with this issue.

Prof. Nirode reported that on March 14th the Hofstra Roller Hockey Team hosted its annual St. Baldrick's Event and it was an overall success, raising over \$18,000.00 to donate to childhood cancer research.

Prof. Nirode reported that the Planning & Budget Committee of the University Senate and Student Government will be hosting Hofstra's 9th Annual Town Hall Meeting, on Wednesday, March 28th, during Common Hour, in Plaza Room Middle and East. Prof. Nirode asks that faculty members please encourage their students to promote this event.

Prof. Nirode announced that the Special Committee on Recruitment, Elections, and Nominations is soliciting nominations for faculty representatives to serve on the University Senate. Several units and schools should have received an email from Caroline Schreiner alerting them to this process. Currently, the following seats are available:

- 1 from the Zarb School of Business for a 3-year term
- 1 from the School of Education, Health and Human Services for a 3-year term
- 1 from HCLAS, Division of Humanities for a 3-year term
- 1 from HCLAS, Division of Social Science for a 1-year term
- 1 from HCLAS, Division of Natural Science for a 1-year term
- 1 from HCLAS, Division of Natural Science for a 3-year term

Additionally, Senator-At-Large forms will be available on Blackboard for anyone interested in serving on a University Senate committee. A Senator-At-Large serves an appointed 2-year term. For more information, contact Caroline Schreiner in the University Senate Office.

III. Report of the Senate:

Action Items

1. Prof. Bass presented for action revisions to Faculty Statute VII, which calls for a modification in the term of elected university senators and student senators. Currently, the language of Faculty Statute VII states that a senator shall serve for no more than two terms (a term is defined as three years), but no longer than eight consecutive years. The Senate Executive Committee finds this to be somewhat incongruous and requests that the language be changed to nine consecutive years for university senators, and that no student senator shall serve for more than three successive academic years. In addition, revisions were made to allow additional terms for Senator-At-Large appointments. These appointments will be subject to the confirmation of the Senate Executive Committee. The item passed unanimously.
2. Prof. Bass presented for action revisions to Faculty Policy Series #36, The Use of Human Subjects in Research. These revisions were made by Sofia Kakoulidis, Associate Provost for Research & Sponsored Programs with the approval of the Faculty Affairs Committee. The proposed changes primarily reflect the addition of faculty representation from the Hofstra North-Shore-LIJ School of Medicine at Hofstra University. Also, the Faculty Policy Series was out of date and the recommendations made it more appropriate. The item passed unanimously.
3. Prof. Bass presented for action the Report on Academic Integrity Student/Faculty Survey with Recommendations from the Task Force of Integrity and Responsibility. This document is a major first step in terms of addressing issues of academic dishonesty and academic integrity on campus. The task force was co-chaired by Dean Warren Frisina, Assistant Dean Barbara Bohannon, Vice President Sandra Johnson, and Prof. Susan Martin. This item was brought to the full faculty on October, 24th as an information item. The report will put into place an honor code that makes visible, Hofstra's commitment to academic integrity and a standing body of individuals whose job it will be to continue the conversation and carry it forward. A discussion followed and an amendment was made to change the language on page 4 to indicate that students will sign the original pledge when entering the university, and that on all blue books and all assignments they will be notified of the Honor Code. The item passed as amended with 18 approved, 12 opposed, and 2 abstentions.

Information Items

1. Prof. Bass presented for information revisions to the Academic Calendar Committee bylaws. Since the Dean of Academic Records has retired, the positions on the committee needed to be reviewed and changes were made to the committee membership including replacing the Dean of Academic Records with the Registrar and removing the Staff member.
2. Prof. Bass presented for information revisions to the Library Committee bylaws which amends the following sentence:
three from the University Library, including a senator-at-large representing the University Library
to
three from the University Library, including a senator, or senator-at-large representing the University Library

This revision allows for a senator to serve on the library committee and not just a senator-at-large.

IV. Report of the AAUP, Dennis Mazzocco

Prof. Mazzocco encourages senior faculty in all units to consider serving in some of these all-important faculty governance positions that Will Nirode mentioned earlier.

Prof. Mazzocco reported that the AAUP has moved the date of its special guest speaker. Gaye Tuchman, from the University of Connecticut and author of the book *Wannabe U, Inside the Corporate University*, will speak on Wednesday April 25th in Breslin Hall. The AAUP extends an invitation to this event to all of Hofstra's faculty, students, administrators, and staff. Prof. Mazzocco encourages all to attend.

Prof. Mazzocco reported that the Joint Health Care Committee, a new entity under the new Collective Bargaining Agreement, had its first meeting last week. In attendance were the Provost, Legal Counsel, representatives from Hofstra's Human Resources Department, Elizabeth Venuti, chair of the Planning and Budget Committee, Julie Agris from the Health Professions and Kinesiology Department, Dan Greenwood from the Law School, Ann Grafstein, Second Vice President for Collective Bargaining, Phil Katzman, Treasurer, Beth Margolis, and Dennis Mazzocco. The meeting was a very fruitful opening dialogue. The committee is expecting to have the university's accounts consultant from Deloitte give the committee a briefing. The committee discussed having discussions in the fall with all of the academic units. The committee believes that there are definite savings that can be realized with joint cooperation regarding health care, and they anticipate those savings will translate into lower premiums over time.

Prof. Mazzocco reported that April 1st is the deadline for Tuition Remission applications. There have been some instances in the past where members missed the deadline and had trouble receiving this benefit.

Prof. Mazzocco reported that August 31st, 2012, is the next deadline for faculty who elect to apply for retirement incentive. There was a grace period from the old contract to the new contract; however, there are a few slight changes in qualifying for these retirement incentives under the old contract. If anyone has any questions regarding this, please contact the AAUP Office at 463-5409 for clarification.

Prof. Mazzocco reported that the AAUP's adjunct campaign will continue with two upcoming events.

- Thursday, April 19th Breslin Hall 209 from 5:00 p.m. to 7:30 p.m.
- Tuesday April 24th in Monroe from 10:30 a.m. to 3:30 p.m.

All adjuncts are invited to attend and meet their colleagues. In the last contract negotiation, the union made it a point of arguing for improved working conditions and improved wages for our adjunct faculty members as they are a vital part of our community. In *The Chronicle of Higher Education*, Adrianna Kezar, Associate Professor of Education at the University of Southern California, was quoted as saying that there is a myth of the academic dream that adjuncts are on the same level as full-time faculty. She predicted that within the next cycle of national

accreditations the adjunct population will continue to be a prominent factor in accreditation. Prof. Mazzocco went on to discuss that we need to be concerned about how we create an academy of professoriate that represents both adjuncts and full-time faculty.

Prof. Mazzocco reported that he expects the university will have more cases of professors being pushed to a limit by the demands of a few unreasonable students. If faculty feel undue pressure from students to change grades or otherwise feel bullied in the classroom Prof. Mazzocco urges them to please let their faculty colleagues in the department and the chair of the department know immediately. Prof. Mazzocco reminds everyone that faculty members have the right to union representation in any meetings with the administration.

Prof. Mazzocco reported that a number of very interesting discussions have been going on both in person and through email regarding enrollment. When we entered the last negotiation, by virtue of our own research as well as through discussions with faculty, we were told more students may be added to faculty schedules. The AAUP specifically asked that the faculty would have to sign off on any additional students being added to class rosters. Through the course of negotiations, it was explained that in order to do so, we would have to get rid of the 4, 5, and 6 clauses. About 5-8 weeks ago, there was some confusion about the difference between caps and OELs (Official Enrollment Limits) and it was discovered that there is a lot of variation across the units of the university with regard to caps and OELs. (Some OELs are higher than caps and in some units the caps are higher than OELs). There was language in the 2006 contract that affirmed that there were many classes that did not even have an Official Enrollment Limit. In 2011, when we entered the new contract, this concept of enrollment was closely examined. Since we are not in financial exigency, we need to look at enrollment dips and valleys in a way that is pedagogically sound and based on faculty oversight and input. Prof. Mazzocco reported that the AAUP has talked to the Provost and they have acknowledged that all units must review the enrollments for all of the sections. The OELs are listed on Banner along with the recommended caps. Prof. Mazzocco urges all faculty to check their sections and if there is an issue they should bring it to their colleagues and their chairs' attention. This review has to take place and any changes for the 2012-2013 academic year cannot go forward unless it has been reviewed properly by the faculty.

Prof. Mazzocco reported that there has been some discussion about adjunct salaries. In the last contract, new adjunct minimum salaries were established. There is nothing that prevents the university from recruiting an adjunct professor and offering them more than the minimum salary. There have been some rumors that departments and units have been told that they can only hire at the minimum rate, but we did not agree to that.

Prof. Mazzocco reported that there is a national election for AAUP officers, and the ballots have to be in by April 17th. The biographies for all candidates are listed on the AAUP website.

Prof. Mazzocco reported that chapter elections are pending for the following positions:

- President
- Second Vice President for Collective Bargaining
- 2 Steering Committee seats
- Unit representatives for all units

A discussion followed.

V. Report of the Chairs Caucus, Bob Papper

Prof. Papper reported that the Chairs Caucus has remained a very active organization this year. Some of the issues they are dealing with include technology, in terms of technology functioning in classrooms, as well as general faculty technology needs. The caucus was very involved in the discussions regarding the network log out time. Prof. Papper reported that the caucus is still in discussion regarding the dialogue boxes (i.e. FERPA) that pop up every time you log in. The caucus is also involved in scheduling issues such as when schedules are due. At the last chairs' caucus meeting, Lynne Dougherty and Helena Minerva from the Registrar Office talked about the scheduling process and how the chairs can help. Prof. Papper also reported that the chairs' caucus has been involved with the OEL issue discussed earlier, and their general sense is that as chairs they are very concerned about having too many students in the classroom and are adamantly opposed to it. This is an issue that the caucus will continue to monitor. The caucus is also involved in discussions regarding Distance Learning classes. Prof. Papper reported that the caucus is in favor of hiring more faculty lines and are hoping to get back faculty lines as well as adding faculty lines. Prof. Papper also reported that they are involved with discussions on adjunct faculty pay and that there are a number of chairs who are very concerned about the minimums in the new contract. Chairs feel that the minimums have worked against what it is they would like to do with respect to hiring adjunct faculty, and that they feel under pressure to make hires at the stated minimums. Prof. Papper reported that there is a concern on the growing number of international students, especially at the graduate level and in the business school, and that there is a lack of university-wide groups involved in the issues that may arise with these students.

VI. Adjournment

The meeting was adjourned at 4:53 p.m.