

**UNIVERSITY FACULTY MEETING MINUTES
MONDAY, MAY 2, 2014**

For attendees, please see attachment A1.
The meeting was called to order at 3:06 pm.

I. The minutes of the February 24th, 2014 meeting were approved.

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

Prof. Nirode convened the meeting by reporting that he, along with Stuart Bass, chair of the Senate Executive Committee, met with President Rabinowitz earlier this week. Topics discussed included academic advisement, admissions, enrollment and that the administration has retained a firm for a feasibility study for the “HofTown” project.

III. Report of the Provost, Herman A. Berliner

A. Hofstra Gala

The Annual Hofstra Gala was held last night and rather than honoring a single person, the School of Engineering and Applied Science and the School of Health Sciences and Human Services were both honored. As an aside, as of this year, we have an additional named school the Lawrence Herbert School of Communication, and the President, in addition, is exploring a multimillion dollar naming opportunity within HCLAS. Based on the Social Sciences Division, we could establish a named School of Government, Public Policy and International Affairs within HCLAS.

Over \$930,000.00 in scholarships was raised at the Gala, and the Teacher of the Year recipients were honored.

- Ellen T. Frisina, Associate Professor, Journalism, Media Studies, Public Relations
Lawrence Herbert School of Communication
- Mauro J. Caputi, Ph.D., Associate Professor, Engineering
School of Engineering and Applied Science
- Sarah A. Novak, Ph.D., Associate Professor, Psychology
Hofstra College of Liberal Arts and Sciences
- Holly J. Seirup, Ed.D., Associate Professor, Counseling and Mental Health Professions
School of Health Sciences and Human Services
- Katie M. Sell, Ph.D., Associate Professor, Health Studies and Kinesiology
School of Education
- Elizabeth K. Venuti, Ph.D., Associate Professor, Accounting, Taxation and Legal Studies
in Business
Frank G. Zarb School of Business
- James J. Sample, J.D., Associate Professor of Law
Maurice A. Deane School of Law
- Dr. William Rennie, Course Director and Associate Professor of Emergency Medicine
Hofstra North Shore-LIJ School of Medicine

B. Vice President for Student Affairs Search

The Provost reported that after interviewing three candidates today and seven candidates last Monday, there are now four finalists in the search for a new Vice President for Student Affairs, giving a very broad representation of the university community to meet with these finalists and give their input. This is a very important search and we have a very robust pool at this time. The

Provost extended thanks to Sandra Johnson for her services throughout the years. The goal is to have someone in place by the middle of June.

The CoChairs of the search committee include:

- M. Patricia Adamski, Senior Vice President for Planning and Administration
- Herman A. Berliner, Provost and Senior Vice President for Academic Affairs
- Gioia Bales, Associate Dean, Zarb School of Business
- Joseph Barkwill, Vice President for Facilities and Operations
- Michael Barnes, Associate Professor, HCLAS & Faculty Athletic Representative
- Stephanie Bushey, Vice President for Institutional Research and Assessment
- Melissa Connolly, Vice President for University Relations
- Jessica Eads, Vice President for Enrollment and Dean of Admissions
- Dolores Fredrich, Vice President for Legal Affairs
- Warren Frisina, Dean, Honors College
- Paul Fritz, Chair, Undergraduate Academic Affairs & Assistant Professor, HCLAS
- Will Nirode, Speaker of the Faculty & Associate Professor, HCLAS
- Marc Oppenheim, Associate Dean for Student Affairs, Herbert School of Communication

Provost Berliner reported that what he is especially looking for is someone who is committed to strengthening academic advisement. Our present bifurcated system needs significant strengthening. Stronger advisement ties directly into greater retention.

In addition, there will be an upcoming search for a Dean of Health Sciences and Human Services, which will start in the beginning of the fall.

C. Enrollment

Undergraduate

- Just past the May 1st initial deadline for new student deposits.
- As of May 1st – 1635 deposits, looking for mid 1600s
- First year program's advance registration looks especially good.
 - Last year at this time we had 161 registered; the year before 171 and this year 283.

In addition to the challenging Northeast demographics (which is why our recruitment is more and more national), the proportion of high school graduates going to college is also declining. In 2009, it was 70.1% and in 2013, it had declined to 65.9% according to the Bureau of Labor Statistics.

Continuing Undergraduates

We are slightly ahead. We have enrolled over 93.5% (4,144) of the continuing undergraduates; last year at this time we had enrolled over 91.5%.

Graduate

- Still very, very early but we definitely have areas of concern.
- Applications to Business have declined significantly.

- The number of Business students from China is starting to decline here and nationwide. Not the fault of Zarb, which has done an outstanding job in meeting ambitious enrollment goals.
- Education, after significantly declining, may have stabilized and given some major initiations in Special Education, I am even somewhat optimistic about the near future.
- Other areas are also showing that weakness in applications (not necessarily in acceptance/enrollments but we just don't know at this time.)

Continuing Graduates

- includes non-metrics,
- we are about on target having enrolled 73.4% of the eligible population compared to 73.6%

Summer Enrollment

- Looks good at all levels.
- Over 83% to budget (528); last year's number was about 79%.
- On the graduate level we are over 98% to budget (667); last year the number was 92%.
- On-line course registration, which is an important part of this total, is up on both the undergraduate as well as the graduate level.

Law School

Area of enrollment concern. Not only here but, once again, also nationally. It is a very challenging market and the university is doing everything it can.

Medical School

Almost 6,000 applications for 100 seats.

Provost Berliner reported that he, along with Senior Vice President Adamski, Vice President Eads, and Vice President Bushey, have been visiting with the key governance committee and shared governance leaders to discuss undergraduate admissions options and alternative measures of potential success for the class entering in September 2015. Meetings have taken place with the Speaker of the Faculty, the Chair of the Senate Executive Committee, the Chair of the Chairs Caucus, and the Undergraduate Academic Affairs Committee of the University Senate. Meetings will take place shortly with the Planning & Budget Committee and Senate Executive Committee of the University Senate, and with the leaders of the Chairs' Caucus. All the meetings to date have been very helpful.

The Provost reported that registration of continuing students is directly tied into the retention part of our student outreach efforts. Students often decide to stay based on their Hofstra experience and the more they are at risk in terms of GPA, credits completed, or retaining a scholarship, the less likely we are to retain the student. The number students who are considered at risk is not insignificant. If you look at first-year students on scholarship and look at the number below a 3.0 GPA or below 12 credits at the end of the first semester, it is over 1/3 of the first-year population. For many of these students, if they lose their scholarship (below 3.0 but there is an appeal process) often they are not retained. We need to identify at risk students as soon as possible and intervene. The Reach Button is helpful, but still not widely used. Mid-term grades for these students are essential. Moving in that direction for FYC courses is helpful, but more and more nationally mid-term grades are given to first year students across-the-board. And it is here at times of risk for a student when advisement and student support makes an enormous difference.

D. Middle States

A draft of our Middle States Periodic Review Report (due June 1, 2014) has been circulated to:

- All Vice Presidents
- Planning & Budget Committee of the University Senate
- Chairs' Caucus Leadership
- Speaker of the Faculty
- Senate Executive Committee of the University Senate
- Student Government Association
- Alumni Organization

The report details the last five years since Middle States' last visit, and provides preliminary projections for the upcoming years. We are currently in the process of getting feedback and incorporating into a final draft. Since we are both enrollment dependent and economy dependent, the plans are based on an improving economy and a stable/slightly increasing enrollment model.

E. Enhanced Communications

The Provost reported that we have made major strides in enhancing communications during this academic year and the by-law changes implemented last year have been very helpful. Major discussions have taken place at the Undergraduate Academic Affairs Committee and at the Planning & Budget Committee about admissions strategy, and allocation of resources. The Provost reported that he had a very good discussion on faculty hiring with Planning & Budget Committee which was followed up by a visit to that committee by Dean Lawrence Smith who talked in detail about the Medical School.

The Provost reported that he, along with Senior Vice President Adamski and Senior Vice Provost Schmelkin have continued their visits to academic departments, which have been enormously valuable in terms of discussion on areas of potentials well as areas of concern, recruitment and retention, and a clearer understanding of needs in terms of faculty as well as space and instructional equipment. In the last two weeks we they have visited Physician Assistant Studies, Speech-Language-Hearing Sciences, and Religion.

He also reported that the President continues to meet with governance leaders on a regular basis and the Board of Trustees has invited faculty to make presentations. Kathleen Wallace, Professor and Chair of Philosophy, was the first presenter and next month the Law School will be making a presentation.

The Provost acknowledges that the leaders of the Chairs' Caucus, whom he meets with monthly, also have been very helpful in enhancing communication. Over the years, their voice has become more prominent and I look forward to their having an even more prominent voice.

F. Annual Town Hall Meeting

The Town Hall meeting, organized by Gene Maccarrone and the Planning & Budget Committee, as well as Vice President Sandra Johnson, and the Student Affairs Committee, was held on April 30th. The event was a huge success with good student questions and a worthwhile discussion about all the good things happening on campus. The students who were there are very positive about their Hofstra experience though, of course, parking and food related issues were raised as was the possibility of a second common hour.

G. Commencement

The Provost reported that for the first time, there will be a student speaker during the Honors Convocation. A notice went out to all graduating seniors for the opportunity to compete in terms of the commencement speech. Applications were reviewed by a committee composed of:

- Herman Berliner, Provost and Senior Vice President for Academic Affairs
- Liora Schmelkin, Senior Vice Provost for Academic Affairs & Dean of Graduate Studies
- Sandra Johnson, Vice President for Student Affairs
- Stuart Bass, Chair, Senate Executive Committee
- Susan Yohn, Chair of the Chairs' Caucus
- Warren Frisina, Dean of Honors College
- William Nirode, Speaker of the Faculty
- William Finnegan, Chair, University Senate Student Affairs Committee
- Andrea Standrowicz, President, Student Government Association

All potential speeches were terrific but the committee selected a speech by Rejena Carmichael, an Honors College student majoring in English, with a concentration in English and American Literature, minoring in both Political Science and Film. She will graduate with distinction and was inducted into Phi Beta Kappa. He reported that all of the students who presented possible speeches for the commencement made very good presentations as well.

Commencement Ceremonies are as follows:

Sunday, May 18, 2014

- 9am Undergraduate Ceremony for HCLAS, School of Education, School of Health Sciences and Human Services. Honorary Degree given to Will Allen, Founder and CEO of Growing Power Inc. and retired professional basketball player
- 3 p.m. Undergraduate Ceremony for Frank G. Zarb School of Business, Lawrence Herbert School of Communication and School of Engineering and Applied Science, Honorary Degree given to Jared Kushner, CEO of Kushner Companies, a diversified private real estate organization, and owner of The Observer Media Group.
- 7 p.m. Graduate Ceremony, featuring Sharon Marcil, senior partner and managing director of The Boston Consulting Group.

Monday, May 19, 2014

- 7 p.m. Maurice A. Deane School of Law Ceremony, featuring Judith Livingston '79, one of the most successful plaintiff's attorneys in the United States.

H. Grants

The Provost reported that we have received another \$2,000,000 in engineering and computer science grants from New York State and are constructing new labs in robotics as well as big data. Together with our previous bioengineering grant and the resulting lab, we are well positioned to provide an even more outstanding undergraduate education in engineering and computer science. And to date the admissions data for engineering is encouraging and supportive. After a 100% in first year engineering students last year this years' increase will be an additional 50%.

A new round of competitive New York State grants has just been announced and we will be submitting a new million dollar proposal.

I. Renovations

- Barnard at this time
- Adams Hall during the summer
- Three of the collaborative rooms in CV Starr also this summer.

The renovated facilities, and there are more and more, are really making a difference.

J. NOAH Program

The Provost reported that he has been a very strong supporter of our NOAH program from his early years at the University and the program has reported directly to him for 35 years. NOAH is a special admissions program for economically disadvantaged and academically not eligible students who have strong potential but really need support and a chance. The program provides extensive support, both financial as well as academic. For more many years, the program has been funded in part by the New York State HEOP program. Initially the State support was very significant; now it is about 13% of the University contribution and it comes with significant strings regarding the length of the program, staffing, loan limits for the program etc. The university has a very strong commitment to NOAH but given the limited monies provided by the state and the significant constraints, imposed by the State, we have decided to go it alone, maintaining a strong program but not applying for the state's HEOP monies. The Provost commented that maintaining this program is essential.

K. LGBT Grant Program

The Provost reported that our diversity and LGBT grant program continues to be very successful. Last week four of our recipients made a presentation on the results of their research.

- Warren Bratter - Hofstra College of Liberal Arts and Sciences
Collard Greens and Pupusas: The untold and unfinished story of suburban ethnic change in Glen Cove, New York
- Martine Hackett - School of Health Sciences and Human Services
Suburban Health Story Exchange
- Sharon Phillips - School of Education
Creating Competitive Activities in Physical Education for a Multicultural Population
- Andrew Spieldenner – Lawrence Herbert School of Communication
Positive Health & Support Study: Exploring the meaning of viral suppression with LBGT individuals living with HIV/AIDS

The Provost thanks the National Center for Suburban Studies for their support and funding. He reported that as we have more faculty, he expects that our faculty diversity will increase.

J. Working with the Community

The Provost reported that the President has met with the leaders of the Uniondale Civics Umbrella Organizations. In addition, the Provost has also met with them as has Vice Presidents Guardino, Vice President Johnson, and Senior Vice Provost Schmelkin. We are all invested in Uniondale being more of a college town and we are looking for additional ways to work together.

HofTown

The President also continues his efforts to explore “HofTown” which would provide more facilities on campus for our students. For HofTown, we would provide the land and a developer would cover all costs. HofTown and Uniondale being a college town would together make an enormous difference. The overall environment for our students is also an important retention factor.

K. Soccer Conference

The Provost reported that Soccer as the Beautiful Game: Football's Artistry, Identity and Politics, held April 10 - 14th, was a tremendous triumph. This was a well-attended scholarly conference with popular appeal including the participation of Pelé. The Provost extends his thanks to Brenda Elsey and Stan Pugliese for all their efforts and for setting a new standard for scholarly conferences.

IV. Report of the Senate:

Prof. Bass reported that the Senate Executive Committee has been meeting with Prof. Balson, who is the Adjunct Senator on the University Senate, about the possibility of increasing adjunct representation on the University Senate, and is considering several proposals.

He also reported that the Special Committee on Recruitment, Elections and Nominations (SCREAN) is still searching for a nominee for a two-year term and one for a three-year term for HCLAS, Division of Humanities as well as a nominee for a one -year term for HCLAS, Division of Social Sciences.

Action Items

1. Prof. Bass presented for action the revisions to the Academic Leave, Withdrawal, and Maintaining Matriculation Policy for Graduate Students. In the original policy, there was no limit for how long a person may have a leave of absence, so the Graduate Academic Affairs Committee revised the policy. The item was passed unanimously.
2. Prof. Bass presented for action the Standing Committee Chairs Resolution. Given some of the very sensitive information and detailed information that needs to be dealt with by the standing committees, it is important overall for a tenured elected faculty senator to chair these committees, with the exception of the Student Affairs Committee. A discussion followed and the motion was defeated with 16 in favor of, and 18 opposed. Prof. Bass reported that the Senate will return with some form of alternative proposal.

Prof. Bass reported that Paul Fritz, who has been the chair of the Undergraduate Academic Affairs Committee for the past six years, is stepping down from the Senate. On behalf of the faculty, he extends his gratitude and recognizes the outstanding work Prof. Fritz has engaged in through the shared governance process.

V. Report of the Planning and Budget Committee, Eugene Maccarrone

Prof. Maccarrone reported that back on April 9th, the committee met with Lawrence Smith, Dean of the Medical School, and had a discussion that clarified the integration and participation of the Medical School with the rest of the university. Dr. Smith explained very clearly the model of American Medical Schools and how they associate with universities when they are associated with universities. At the same meeting was Michael Salatti, from the Department of Engineering, and four of his students who presented their senior design project on parking. The presentation was extremely

impressive and specific in terms of where they are going, but not concluded. Prof. Salatti will continue the study in the fall semester with new students.

Prof. Maccarrone also reported that he has met with members of the sub-committees of the Planning and Budget Committee as well as the Parking Task Force. William Caniano has agreed to chair the Parking Task Force. The Academic Computing Committee, which currently does not have a chair, and Library Committee have not been meeting, so he called a meeting with them on April 23rd to discuss.

Prof. Maccarrone also reported that he, along with Stuart Bass and William Nirode, Speaker of the Faculty, will be meeting with and Sandra Johnson, Vice President for Student Affairs, on May 6th regarding the Student Government Association and how funds are distributed. In addition, Provost Berliner will be attending the Planning and Budget Committee meeting on May 6th to discuss preliminary conversations regarding resources he was having as of now with the Deans. Prof. Maccarrone also plans to correspond with Catherine Hennessey, Vice President for Financial Affairs and Treasurer, regarding any changes to the budget that the committee reviewed with her in February.

Prof. Maccarrone reported that the students did a terrific job in promoting the Town Hall Meeting, held on Wednesday, April 30th. Traditionally, the Town Hall Meeting was held during common hour, but this year the committee experimented with a longer time frame and holding discussions both before and after the main question and answer session with the President and top administrators, during common hour.

IV. Report of the Chairs' Caucus, Susan Yohn

Prof. Yohn reported that the Chairs' Caucus has had a number of different speakers attend its last meetings to discuss different programs and issues on campus.

Gary Miller, the new Executive Director of the Career Center. Director Miller spoke about aligning the Career Center more closely with the academic units and getting the academic get involved with Career Center programs for their students. Prof. Yohn commented that she believes it's extremely important for students to see faculty involved in these programs and see that the faculty at Hofstra are a part of their connection to what happens to them after they graduate. She encourages all faculty members to take the Career Center up on their invitation to become involved.

Neil Donahue, Senior Associate Dean of Honors College, talked about the importance of preparing our students to be able to apply for post graduate degree fellowships. This is critical because one of the things that institutions of higher education get rated on are the number of students they send out for Fulbright Scholarships, Jack Kent Cooke Foundation's Scholarships or other fellowships. Dean Donahue made it clear that this has to happen early on in the process. Faculty members should start encouraging students in their sophomore year about thinking about these academic programs they can pursue, post graduate. There is a tremendous amount of publicity to be gained for an institution by promoting students in such programs.

Diane Herbert, Senior Associate Dean of the School for University Studies and Rachel Peel-Macandrew, Associate Dean for the Center for University Advisement and Special Advisor to the Athletes. Dean Herbert talked about the changes that they have implemented in the School for University Studies to make them stronger in particular they have streamlined the Foundations Course and Seminar with focus on skills building and improving student's writing skills. Dean Herbert reported that if students do not get a C grade or better, they must repeat a course and if they don't

maintain a 2.0 GPA, they are academically dismissed. Retention rates in SUS have been quite good for the program as are the four year and six year graduation rates. Associate Dean Peel-Macandrew discussed The National Collegiate Athletic Association (NCAA) rules, which are incredibly complicated. The pressures that are placed on departments from these rules and regulations in terms of how many credits these students can or can't carry, when these students have to take these courses and also when departments have to schedule classes in order to enable these students to take classes. Any student who is an athletic cannot take classes between 1:30pm and 4:30pm because they are practicing, therefore departments with a lot of students in it are feeling pressured about schedule courses during this time frame. One of the issues the chairs' caucus hopes to take up next year is how to improve advising and how to make advising more aligned with the academic programs. Prof. Yohn reported that this past Tuesday, the caucus had a sub-discussion with President Rabinowitz on the cost of sports at the university. The President indicated that the cost is approximately over 20 million dollars to maintain our position as a Division I sports university. Given the cost of this and the fact that it is increasing at a higher rate than other costs, Prof. Yohn feels that at some point our university is going to have to begin to have a very serious discussion about whether or not we can actually support this and review the financial aid issue with our students.

Prof. Yohn reported that the Chairs' Caucus will meet with Ron Chalmers, Executive Director of Online Learning, to discuss issues related to classroom teaching and online courses.

She also reported that next year, the caucus hopes to talk more about advising but also to continue talking about the issues and problems chairs are finding with degree works. The Chairs Caucus also looks forward to seeing the continuation of the new practice of having faculty presentations to the Board of Trustees.

VI. Report of the AAUP, Dennis Mazzocco

Prof. Mazzocco reported that last week, the chapter co-hosted an AAUP New York State Conference Meeting. The Administration and Conference Services were very generous and helpful in assisting the AAUP chapter with all of its requests.

Prof. Mazzocco also reminded faculty that that Hofstra has been selected to host the 2014 Summer Institute, weekend of July 17th. Almost 300 faculty representatives from 450 schools both collective bargaining and not, will be on campus for this 4 day meeting. There will be a special centennial event reflecting on the AAUP's history, imagining the AAUP's future, as well as numerous workshops and seminars on how to widen faculty access to academic freedom. This is an extraordinary opportunity for Hofstra to derive major national public relations in government relations and higher education policy circles. There was a full-page advertisement promoting the institute in the last *Academe* issue. An invitation to the Summer Institute has been extended to President Rabinowitz to welcome all of the attendees at the opening reception, which will be held at the University Club.

Prof. Mazzocco urges everyone to register for the Hofstra AAUP website to keep up with the latest updates. Sign up can be found in the upper left corner of the website. He also encourages everyone to contact them if they have a story they feel should be summarized and posted on the site.

He also reminds faculty that as per the article 6.19 of the Collective Bargaining Agreement, the University will be awarding a minimum of 30 three (3)-credit load reductions to eligible full-time tenured faculty during the 2015-2016 academic year, to promote research and scholarship. Applications for this load reduction will take place in the fall.

The AAUP has been in discussions with the Provost and University Counsel about the need to bring Faculty Policy Series #43- Hofstra University Harassment Policy in line with Article 12 of the Collective Bargaining Agreement. The AAUP has already provided with the administration its proposal to resolve these inconsistencies. Article 12 provides due process rights to a faculty member who may face disciplinary charges. FPS #43 provides a protocol for the university to investigate harassment charges and perhaps enforce discipline that may include termination. The AAUP hopes to mutually resolve the inconsistencies over the summer. In the event that it cannot be resolved, a date has been set for formal arbitration on September 11, 2014.

Prof. Mazzocco reminds faculty that if they are called to an unscheduled meeting with their chair, dean or provost, they are entitled to ask the reason for such meeting. If it may lead to disciplinary action, a faculty member has the right to ask for an AAUP representative to accompany them. In addition, if a faculty member is in an unexpected meeting that they believe may become disciplinary related, they have the right to reschedule the meeting so that an AAUP representative may be in attendance.

Prof Mazzocco reported that the National Office of the AAUP election results are as follows:

- Rudy Fichtenbaum from Wright State was re-elected as AAUP President
- Hank Reichman from CSU was elected as AAUP First Vice-President
- Susan Michalczyk from Boston College was elected as AAUP Second Vice-President
- Michele Ganon from Connecticut State was re-elected AAUP Secretary-Treasurer

Prof Mazzocco reported that chapter elections are now in progress and all ballots need to be received by no later than 9am on May 9th.

here to discuss challenges in higher education and academic principles. This is a tremendous opportunity for Hofstra. The last time we had a Summer Institute was in 1996. There will be considerable publicity generated from this. There will be an annual meeting in June as well as an academic conference. The AAUP is very excited about this and appreciates the support the administration has offered.

a number of faculty have submitted requests for a one course reduction opportunity that is listed in the contract, but because of canceled sections, this opportunity will be available next year as well as the last year of the contract. He also reported that the AAUP is moving forward with the Graduate Directors' Committee and he will give the Provost a list of names for each of the units this Thursday. The contract calls for a decision by the end of August.

May 10th is the closing date for chapter elections. There is one contested seat for Recording Secretary. He asks that all faculty members submit their ballots by Friday, if they have not done so already.

Debra Goodman, Associate Professor in the School of Education reported that the NY State Education Department has implemented requirements for student teaching that involve Pearson recommending our students for certification through a program called edTPA (Teacher Performance Assessment). There are requirements coming down from the state that are affecting the decisions about the School of Education courses. She feels this is something we need to be paying attention to.

VII. Adjournment

The meeting was adjourned at 4:47p.m.