UNIVERSITY FACULTY MEETING MINUTES
FRIDAY, MAY 5, 2017

For attendees, please see attachment A1.

The meeting was called to order at 3:04 pm.

I. The minutes of the February 27, 2017 minutes were approved.

II. Report of the Speaker of the Faculty, Stuart Bass
    Prof. Bass convened the meeting by reporting that the Hofstra Gala was held on Thursday, May 4 in the Mack Arena. The university raised more than two million dollars for scholarship.

    Prof Bass also reported that George Giuliani, from the Department of Special Education, has been elected as chair of the Senate Executive Committee. He also thanks Eugene Maccarrone, for his service as chair of the Senate Executive Committee for the past two years, as well as his prior service as chair of the Planning and Budget Committee.

III. Report of the Provost, Gail M. Simmons
    (see attachment A2)

IV. Report of the Senate, Eugene Maccarrone:
    Prof. Maccarrone reported that the Ad-Hoc Committee on Academic Calendar and Religious Observance Policy, (which is charged with creating religious observance accommodation language, as well as monitoring the relatively new academic calendar) and the Ad-hoc Committee to Review and Update Governance Documents both continue to meet and have been making progress.

    Prof. Maccarrone reported that Special Committee on Recruitment, Elections and Nominations (SCREAN), which conducts elections for various constituents of the University, including solicitations of nominations, preparation, distribution, and tabulation of ballots, met on April 24 to recommend senator at-large appointments as well as review senator election results. Any questions about committee assignments should be directed to Caroline Schreiner in the Senate Office.

    Prof. Maccarrone reported that at the most recent meeting of the Student Access Services (SAS) Sub Committee on the Student Academic Experience two issues came up:
    • modifying attendance for students who fall into two categories
      o students who have predictable chronic disabilities/illness
      o students who have a sudden disability/illness
    • testing facilities
      o students don’t have a “home” for taking SAS tests

    Prof. Maccarrone reported that a ground breaking ceremony for the new Frank G. Zarb School of Business building will be held Wednesday, May 10 at 11:30 a.m.

    Prof. Maccarrone reported that on Wednesday, May 17 a reception honoring Dean Firestone, will be held at 4pm in the University Club

    Prof. Maccarrone reported that commencement will be held on Sunday, May 21.
For Information
1. Prof. Maccarrone presented for information the revisions to the Athletic Policy Committee Bylaws.

Action Items
1. Prof. Maccarrone presented for action, Overlapping Coursework in Hofstra Graduate Degrees. Debra Goodman, chair of the Graduate Academic Affairs Committee reported that the first item concerns situations where a student takes more than Hofstra degree which involve identical coursework. There have been practices where students can count that coursework towards both degrees. There has not been an actual policy referring to this and has created problems for the Registrar’s Office. The committee revised the policy to read:

   In cases where graduate students have completed a previous graduate degree at Hofstra, there may be an overlap of coursework. Under advisement of the program director, and in accordance with any program regulations or accreditation standards, coursework taken for a prior graduate degree may be applied to additional master’s or certificate degrees. In the case of master’s degrees, at least 50% of coursework must be unique.

   The item passed unanimously.

2. Prof. Maccarrone presented for action, revisions to the Basic Regulations Governing Graduate Programs. The item passed unanimously.

3. Prof. Maccarrone presented for action, the Proposal Pertaining to the Designation of Departmental Honors. Paul Fritz, interim chair of the Undergraduate Academic Affairs Committee, reported that this has been a long standing issue and as the description suggested, there was always a potential for confusion. With previous system, students would not earn departmental honors but it stated on their transcript that they were in a departmental honors class. The intention of the committee was to protect the integrity of departmental honors but also be fair to the students, to recognize that they had engaged in significant research. The compromise that the committee felt was most appropriate was to change the name for courses students enroll in when they are doing their research departmental honors candidacy and there would be a designation on the transcript to make it very clear whether they actually earn departmental honors or not. There was a brief discussion about transfer students. The item passed unanimously.

4. Prof. Maccarrone presented for action, revisions Faculty Policy Series #10 - Examinations, Final Grades, and Student Absences. Prof. Fritz reported that the FPS had outdated language and the revisions were updated to reflect the language in the new Collective Bargaining Agreement (CBA.) The item passed unanimously.

5. Prof. Maccarrone presented for action, the Mid Semester Advisory. Prof. Fritz reported that this proposal was introduced last spring. Research has shown that Hofstra is a little behind the curve on its early outreach to students. The Undergraduate Academic Affairs Committee also took into account, the feedback it received from the informational meetings that were held. In addition, the committee conducted a survey of undergraduate students. The results showed students are in support of such a proposal. He summarized the survey. He emphasized that the committee made sure to make an effective policy, one that places as little burden on faculty and possible. The committee also wanted to make sure to retain academic freedom and not infringing upon it. Individual points of the proposal include:
   - nothing will be computed into a final course grade
• fall and spring term courses only
• binary indication of student performance to date: “satisfactory” / “reason for concern”.
• The deadline for submitting the mid-semester advisory will be no later than the 7th week of the semester. (Faculty can submit an early advisory)
• Upon email notification, students will be able to access the mid-semester advisory report online.
• Reporting format similar to that for posting Last Date of Attendance (LDA) rosters.
• The Committee intends to review the policy and assess the effectiveness of a mid-semester advisory program after 2 years of the implementation of the program.

A discussion followed, including a discussion with student senators.

V. Report of the AAUP, Dennis Mazzocco

Prof. Mazzocco reported that earlier this week the Provost’s Office announced that the union and the administration had come to a new revised Graduate Director Compensation agreement. The revised agreement is significantly better than what we had before. There are more compensation letters, eleven in all. The low end is at $684 for 1-4 students and the high end is $16,988 for 150 students or more. Prof. Mazzocco reported that they have hired two new office assistants. Dr. Elena Cevallos has been with us for the last two years and will be serving as a consultant. Robin Comos is joining us and will be handling membership and Nancy Mason will be handling the bookkeeping. Chapter elections are underway, ballots must be received no later than Thursday at 5pm.

on behalf of the Executive Council, the Steering Committee and unit representatives from the Hofstra University chapter of the AAUP, congratulated Provost Simmons on an excellent first year and looks forward to working with her through many years. He reported that the negotiation team continues to work on formulating non-economic proposals for collective bargaining and their next negotiation session with the administration will be held on Wednesday, April 20 at 2 p.m. The two sides have now met twice and exchanged proposals and expect to follow up with them this week. A fourth bargaining date has been added for Wednesday, May 4. Once the two sides have completed non-economic bargaining, they will move onto the economic side. The chapter has hired Dr. Veronica Lippencott from the Department of Global Studies and Geography as a second adjunct organizer, joining Anthony Schroth. Together they will be canvassing the campus and helping to reach out to the adjunct population and make sure their voice is represented during this contract negotiation. The independent analysis that Hofstra submits to the Department of Education shows that 55% of all classes are now taught by adjunct professors. This should be a continued feature of the AAUP’s outreach. Prof. Mazzocco reported that on Wednesday, April 27 during common hour, the chapter will be organizing a faculty appreciation day for students and colleagues to learn more about the vital but often unseen work that the faculty is doing on this campus. It will be held right outside of Hofstra Hall.

VI. Report of the Chairs’ Caucus, Kathleen Wallace

Prof. Wallace reported that the Chairs’ Caucus will continue to work with Academic Records to clarify processes on graduation audits, and waiver substitutions etc. The caucus is still ironing out some “kinks” with DegreeWorks and to establish a workflow timeframe for doing academic scheduling. They also met with Neil Donahue, Vice Provost for Academic Affairs, to prioritize the processes and opportunities for undergraduate research and met with Daniel Seabold, from the department of Mathematics and Gloria Wilson from the department of Specialized Programs in Education, who updated them on the processes and progress on the academic integrity process. The caucus will meet with Diane Herbert, Dean for the Center for Academic Excellence, to get an update on the Center’s work as well as clarification on the tutoring
selection and training process. They also hope to meet with a representative from the Internationalization Task Force.

VII. New Business

There was no new business.

VIII. Adjournment

The meeting was adjourned at 3:52 p.m.